



**Gacs**  
**Annual Report of**  
**Computer Science Association,**  
**Engineering Society, HKUSU,**  
**Session 2012–2013**



## Table of Contents

1. Terminology .....	3
2. Preface .....	4
3. Constitution of Computer Science Association, Engineering Society, HKUSU .....	5
4. Agenda of Annual General Meeting of Computer Science Association, Engineering Society, HKUSU, Session 2012 – 2013 .....	13
5. Minutes of Annual General Meeting of Computer Science Association, Engineering Society, H.K.U.S.U., Session 2011 – 2012 .....	15
6. Minutes of 1 <sup>st</sup> Extraordinary General Meeting of Computer Science Association, Engineering Society, H.K.U.S.U., Session 2012–2013 .....	82
7. Nomination of Candidates for the Election of Office Bearers of Computer Science Association, Engineering Society, HKUSU, Session 2013–2014 .....	152
8. Reports of Computer Science Association, Engineering Society, HKUSU, Session 2012–2013 .....	153
8.1 General Report .....	153
8.2 Annual Functional Report .....	155
8.2.1 Report on Mixer (Semester 2, 2011–2012) .....	155
8.2.2 Report on Inauguration Ceremony .....	158
8.2.3 Report on Superpass Day (Semester 2, 2011–2012) .....	161
8.2.4 Report on Orientation Programme 2012 - Registration Day I .....	163
8.2.5 Report on Orientation Programme 2012 - Registration Day II .....	166
8.2.6 Report on Orientation Programme 2012 - Orientation Camp .....	169
8.2.7 Report on Mixer (Semester 1, 2012–2013) .....	174
8.2.8 Report on 3 on 3 Basketball Competition .....	177
8.2.9 Report on Superpass Day (Semester 1, 2012–2013) .....	179
8.2.10 Report on Welfare Week .....	182
8.3 Welfare and Service Report .....	184
8.3.1 Report on Association Coffee Mug Sales .....	184
8.3.2 Report on Association Football Team .....	185
8.3.3 Report on Association Jacket Sales .....	187
8.3.4 Report on Association Notebook Sleeve Sales .....	188
8.3.5 Report on Association Polo Shirt Sales .....	189
8.3.6 Report on Association T-Shirt Sales .....	190
8.3.7 Report on Borrowing of Recreational Facilities .....	192
8.3.8 Report on Calendar Card .....	194
8.3.9 Report on Class Photo Taking .....	195



8.3.10	Report on Departmental Windbreaker Sales .....	197
8.3.11	Report on Marketing Activities .....	198
8.3.12	Report on Membership Card.....	200
8.3.13	Report on Mobile Chain Sales .....	201
8.3.14	Report on Other Products Sales .....	202
8.3.15	Report on Souvenirs for Graduates.....	203
8.3.16	Report on Stationery Sales .....	204
8.4	External Affair Report.....	206
8.4.1	Report on Joint Universities Computer Association (JUCA) .....	206
8.4.2	Report on relationship with other academic bodies.....	208
8.4.3	Report on participation in inauguration ceremonies of other societies.....	211
9.	Annual Financial Report.....	213



## 1. Terminology

Term	Meaning
the Department	Department of Computer Science, The University of Hong Kong
the Faculty	Faculty of Engineering, The University of Hong Kong
the University	The University of Hong Kong
the Association	Computer Science Association, Engineering Society, HKUSU
the Members	All members of the Association
Ex-Co	Executive Committee members of the Association
the Freshmen	First year intake of the curriculum of Computer Science of the University and year 1 students of the Faculty before they declare their major



## 2. Preface

We, Gacs, are the cabinet of the Association, Session 2012–2013. Following our name, we tried our best to gather all computer science students in the session. Despite that there are only six Ex-Co in the session, we made our steps towards the aim with the support from helpers and the Members.

It was a pleasure to hold 9 functions and provide welfare to the Members in this session. With the change in the curriculum from 3 years to 4 years, we faced some hindering in recruiting new members. However we do believe that with the unity of the Members and our undying spirit, the computer science family will become larger and larger in the future.

For the external side, we maintained a good relationship with other societies. Although we did not have any joint societies function in the session, the good relationship facilitated our work in the session by borrowing resources and exchanging information with each other.

Without the support from the Members, the Department and the contribution from the helpers, we could not organize any successful function or activity. We would like to thank all these people for their precious help and support. We hope all of you enjoyed the session.

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Lee Man Yin, MY  
Chairperson  
Acting Publication and Publicity Secretary  
Computer Science Association,  
Engineering Society, HKUSU,  
Session 2012–2013



### **3. Constitution of Computer Science Association, Engineering Society, HKUSU**

**THE CONSTITUTION OF COMPUTER SCIENCE ASSOCIATION,  
ENGINEERING SOCIETY, HKUSU  
(Last amended on 28th July 2012)**

#### **SECTION 1 : GENERAL**

##### **1.1 NAME**

1.1.1 The name of the Association shall be "Computer Science Association, Engineering Society, HKUSU", in short "CSA, ENS, HKUSU", 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 Computer Science and Information Systems/Computer Science of the University of Hong Kong.
- 1.2.8 To promote the interflowing of the curricula of Computer Science and Information Systems/Computer Science with other academic bodies.
- 1.2.9 To provide current information on career aspects.
- 1.2.10 To introduce the curricula of Computer Science and Information Systems/Computer Science 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, HKUSU

#### **SECTION 2 : MEMBERSHIP**

##### **2.1 MEMBERSHIP**



#### 2.1.1 Full Membership

2.1.1.1 All undergraduates of the curriculum of Bachelor of Engineering (Computer Science) shall be Full Members of the Association and shall pay the prescribed fee stated in Section 6.2.

2.1.1.2 Any undergraduate of the curriculum of Bachelor of Engineering, who has not declared his/her major, may join the Association. He/She shall be a Full Member of the Association after paying the prescribed fee stated in Section 6.2.

#### 2.1.2 Associate Membership

2.1.2.1 Any graduate 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 any postgraduate of Computer Science may be an Associate Member of the Association. He/She shall be an Associate Member after paying the registration fee stated in Section 6.2.

#### 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 Department 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 and 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/she 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 Computer Science and Information Systems/Computer Science.

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 Computer Science and Information Systems/Computer Science 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/her post, he/she shall submit a formal resign letter which must be received and adopted by the Committee one month before his/her resignation.

3.7.2 Should the Chairperson resign his/her 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 EGM 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 of Engineering Council, Hong Kong University Students' Union and By-laws of Hong Kong University Students' Union Council and Constitution of Engineering Society, HKUSU 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 3-year curriculum of Bachelor of Engineering (Computer Science):

Status	No. of Academic Years Covered	Amount
1st Year Students	3	HK\$110.00



**Gacs**  
**Annual Report of Computer Science Association,**  
**Engineering Society, HKUSU, Session 2012–2013**

2nd Year Students	2	HK\$70.00
3rd Year Students	1	HK\$35.00
Students beyond 3rd Year	1	HK\$35.00

Undergraduates of the 4-year curriculum of Bachelor of Engineering (Computer Science):

Status	No. of Academic Years Covered	Amount
2nd Year Students	3	HK\$150.00
3rd Year Students	2	HK\$100.00
4th Year Students	1	HK\$50.00
Students beyond 4th Year	1	HK\$50.00

Undergraduates of the 4-year curriculum of Bachelor of Engineering:

Status	No. of Academic Years Covered	Amount
1st Year Students	1	HK\$50.00

### **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, HKUSU, Session 2012–2013**

### **Annual General Meeting of Computer Science Association, Engineering Society, HKUSU, Session 2012–2013**

Date: 1<sup>st</sup> March 2013 (Friday)  
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, HKUSU, Session 2013 – 2014
5. To receive and adopt the minutes of the Annual General Meeting, Computer Science Association, Engineering Society, H.K.U.S.U., Session 2011 – 2012
6. To receive and adopt the minutes of the 1st Extraordinary General Meeting, Computer Science Association, Engineering Society, H.K.U.S.U., Session 2012 – 2013
7. To receive and adopt the General Report of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2012 – 2013
8. To receive and adopt the Annual Functional Report of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2012 – 2013
9. To receive and adopt the Welfare and Service Report of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2012 – 2013
10. To receive and adopt the External Affair Report of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2012 – 2013
11. To receive and adopt the Annual Financial Report of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2012 – 2013
12. To receive and adopt the Annual Budget of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2013 – 2014
13. To elect the Honorary Members, if any
14. To amend the Constitution, if any
15. Any Other Business
16. Adjournment



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Annual Report of Computer Science Association,  
Engineering Society, HKUSU, Session 2012–2013

Prepared by,

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Lee Man Yin, MY  
Chairperson  
Acting Publication and Publicity Secretary  
Computer Science Association,  
Engineering Society, HKUSU,  
Session 2012–2013



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

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

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	The curricula of <ul style="list-style-type: none"><li>• Bioinformatics</li><li>• Computer Science</li><li>• Computer Science and Information Systems</li><li>• Information Systems / Computer Science</li><li>• Information Systems / Software Engineering</li><li>• Software Engineering</li></ul> of The University of Hong Kong
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
IS/CS	Information Systems / Computer Science
the Meeting	Annual General Meeting of the Association, Session 2011 – 2012
the Constitution	The Constitution of the Association





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

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

Date: 15<sup>th</sup> March 2012 (Thursday)

Time: 18:00

Meeting Chairperson: Tang Chun Hin (Acting Chairperson and Acting External  
Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012)

Acting Honorary Secretary: Law Chi Lok (Acting Internal General Secretary and Acting  
External General Secretary of CSA, ENS, H.K.U.S.U., Session 2011 – 2012)

Returning Officers:

- Wu Tse On Dainel (Chairperson of Civil Engineering Society, ENS, HKUSU, Session 2012 – 2013)
- Chan Chun Wing Chester (Internal Vice-chairperson of Civil Engineering Society, ENS, HKUSU, Session 2012 – 2013)

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**Meeting 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 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

## **Discussion**

At 18:04, 15<sup>th</sup> March 2012, Meeting Chairperson (Tang Chun Hin (CS3, Acting Chairperson and Acting External Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012)) announced that due to lack of attendees to satisfy the requirement of quorum stated in the Section 4.1.3 of the Constitution, the Meeting would be suspended for 30 minutes.

At 18:34, 15<sup>th</sup> March 2012, Meeting Chairperson (Tang Chun Hin (CS3, Acting Chairperson and Acting External Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012)) announced that the Meeting was resumed, with 32 attendees as quorum.

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### **1. Call to Order**

Meeting Chairperson (Tang Chun Hin (CS3, Acting Chairperson and Acting External Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012)) 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**

Meeting Chairperson (Tang Chun Hin (CS3, Acting Chairperson and Acting External Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012)) asked for the person who was willing to be the acting Honorary Secretary and proposed himself/herself.



Law Chi Lok (CS3, Acting Internal General Secretary and Acting External General Secretary of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) said that he was willing to be the acting Honorary Secretary.

Meeting Chairperson (Tang Chun Hin (CS3, Acting Chairperson and Acting External Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012)) asked Law Chi Lok to explain why he would like to be the acting Honorary Secretary.

Law Chi Lok (CS3, Acting Internal General Secretary and Acting External General Secretary of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) explained that since he was Acting Internal General Secretary and Acting External General Secretary of the Association, Session 2011 – 2012 that was responsible for recording minutes, he was willing to be the acting Honorary Secretary in the Meeting.

At 18:36, 15<sup>th</sup> March 2012, Meeting Chairperson (Tang Chun Hin (CS3, Acting Chairperson and Acting External Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012)) 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 2011 – 2012”

Proposer: Leung Chi Wah

Secunder: Lau Kam Lun

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

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At 18:36, 15<sup>th</sup> March 2012, Meeting Chairperson (Tang Chun Hin (CS3, Acting Chairperson and Acting External Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012)) announced that he had received Motion 02.

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

Proposer: Tse Shing Chi

Secunder: Wong Wai Ling

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

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### **3. To receive and adopt the agenda**

At 18:38, 15<sup>th</sup> March 2012, Meeting Chairperson (Tang Chun Hin (CS3, Acting Chairperson and Acting External Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012)) announced that he had received Motion 03.

Motion that: “To receive and adopt the agenda”

Proposer: Tse Shing Chi

Secunder: Wong Wai Ling

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

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At 18:38, 15<sup>th</sup> March 2012, Meeting Chairperson (Tang Chun Hin (CS3, Acting Chairperson and Acting External Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012)) announced that he had received Motion 04.

Motion that: “Move to the agendum 4: To elect the office bearers of the Executive Committee, Computer Science Association, Engineering Society, H.K.U.S.U., Session 2012 – 2013 ”

Proposer: Wong Wai Ling

Secunder: Tse Shing Chi

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

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### **4. To elect the office bearers of the Executive Committee, Computer Science Association, Engineering Society, H.K.U.S.U., Session 2012 – 2013**

Lee Man Yin (CS1, Nominated Chairperson and Nominated Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012 – 2013) asked the Meeting Chairperson (Tang Chun Hin (CS3, Acting Chairperson and Acting External Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012)) if he could be granted to introduce the nominated cabinet.

Meeting Chairperson (Tang Chun Hin (CS3, Acting Chairperson and Acting External Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012)) approved.



Lee Man Yin (CS1, Nominated Chairperson and Nominated Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012 – 2013) introduced the nominated cabinet. The nominated cabinet named as “Gacs”, which meant gathering all CS students. The nominated cabinet hoped that they could gather all CS students together so they could enjoy functions and activities organised in the coming session.

Cheung Chan Teng (CS1, Nominated Internal Vice-chairperson and Nominated Acting Internal General Secretary of CSA, ENS, H.K.U.S.U., Session 2012 – 2013) introduced himself.

Lam Chun Wai (CS1, Nominated External Vice-chairperson and Nominated Acting External General Secretary of CSA, ENS, H.K.U.S.U., Session 2012 – 2013) introduced himself.

Wu Ying Kit (CS1, Nominated Financial Secretary and Nominated Acting Information Secretary of CSA, ENS, H.K.U.S.U., Session 2012 – 2013) introduced himself.

Fung Ying Wa (CS1, Nominated Social Secretary and Nominated Acting Marketing Secretary of CSA, ENS, H.K.U.S.U., Session 2012 – 2013) introduced herself.

Szeto Wing Yan (CS1, Nominated Welfare Secretary and Nominated Acting Sports Secretary of CSA, ENS, H.K.U.S.U., Session 2012 – 2013) introduced herself.

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At 18:43, 15<sup>th</sup> March 2012, Meeting Chairperson (Tang Chun Hin (CS3, Acting Chairperson and Acting External Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012)) announced that the authority of Meeting Chairperson would be transferred to Yuen Chi Leung (CS3, Acting Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012).

At 18:43, 15<sup>th</sup> March 2012, Yuen Chi Leung (CS3, Acting Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) accepted the authority of Meeting Chairperson.

Meeting Chairperson (Tang Chun Hin (CS3, Acting Chairperson and Acting External Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012)) approved.

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Acting Meeting Chairperson (Yuen Chi Leung (CS3, Acting Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012)) explained the voting procedures.

Acting Meeting Chairperson (Yuen Chi Leung (CS3, Acting Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012)) announced the number of valid voters was 32, and voters could obtain their vote from the Returning Officer.

Resolution: Among 32 votes conducted, the voting result was as follows:

30 votes for the nominated cabinet “Gacs”,  
0 votes against,  
1 vote abstained,  
1 vote invalidated.

Acting Meeting Chairperson (Yuen Chi Leung (CS3, Acting Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012)) announced the nominated cabinet was elected.

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Lee Man Yin (CS1, Chairperson-elect and Acting Publication and Publicity Secretary-elect of CSA, ENS, H.K.U.S.U., Session 2012 – 2013) asked Acting Meeting Chairperson (Yuen Chi Leung (CS3, Acting Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012)) if he could be granted to thank for the support.

Acting Meeting Chairperson (Yuen Chi Leung (CS3, Acting Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012)) approved.

Lee Man Yin (CS1, Chairperson-elect and Acting Publication and Publicity Secretary-elect of CSA, ENS, H.K.U.S.U., Session 2012 – 2013) thanked for support.

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At 18:54, 15<sup>th</sup> March 2012, Acting Meeting Chairperson (Yuen Chi Leung (CS3, Acting Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012)) announced that he had received Motion 05.



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

Proposer: Wong Wai Ling

Seconder: Tse Shing Chi

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

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

At 18:54, 15<sup>th</sup> March 2012, Acting Meeting Chairperson (Yuen Chi Leung (CS3, Acting Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012)) announced that the authority of Meeting Chairperson would be transferred to Tang Chun Hin (CS3, Acting Chairperson and Acting External Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012).

At 18:54, 15<sup>th</sup> March 2012, Tang Chun Hin (CS3, Acting Chairperson and Acting External Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) accepted the authority of Meeting Chairperson.

Acting Meeting Chairperson (Yuen Chi Leung (CS3, Acting Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012)) approved.

At 18:56, 15<sup>th</sup> March 2012, Meeting Chairperson (Tang Chun Hin (CS3, Acting Chairperson and Acting External Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012)) announced that he had received Motion 06.

Motion that: “To amend P.66 to 67 of Annual Report of Computer Science Association, Engineering Society, H.K.U.S.U., Session 2011 – 2012:

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

“Tang Chun Hin (CS2, External Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2010 – 2011)””



Proposer: Wong Wai Ling

Secunder: Tse Shing Chi

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

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Mo Wing Fat (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked where the apologise letter stated in Page 69 was in the Annual Report.

Law Chi Lok (CS3, Acting Internal General Secretary and Acting External General Secretary of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) answered that the letter was not included in the Annual Report.

Mo Wing Fat (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked why the apologise letter was not included and how the contents of the apologise letter could be known.

Leung Chi Wah (CS3, Acting Financial Secretary and Acting Information Secretary of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) answered that since the motion stated was “received only” and the apologise letter was treated as an internal document, it would not be disclosed to the public.

Mo Wing Fat (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) commented that he respected the decision made by the Ex-Co.

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At 19:05, 15<sup>th</sup> March 2012, Meeting Chairperson (Tang Chun Hin (CS3, Acting Chairperson and Acting External Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012)) announced that he had received Motion 07.

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

Proposer: Tse Shing Chi

Secunder: Wong Wai Ling





Discussion for the motion was raised by Mo Wing Fat (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.).

Mo Wing Fat (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) appreciated Law Chi Lok's work for the minutes of Annual General Meeting, Computer Science Association, Engineering Society, H.K.U.S.U., Session 2010 – 2011.

Cheng Hok Leung (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) thanked for Law Chi Lok's work.

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

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At 19:07, 15<sup>th</sup> March 2012, Meeting Chairperson (Tang Chun Hin (CS3, Acting Chairperson and Acting External Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012)) announced that he had received Motion 08.

Motion that: "To move to the agenda 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"

Proposer: Tse Shing Chi

Seconder: Wong Wai Ling

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

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## **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**

Law Chi Lok (CS3, Acting Internal General Secretary and Acting External General Secretary of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) asked Meeting Chairperson (Tang Chun Hin (CS3, Acting Chairperson and Acting External Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012)) if he could be granted to report on the General Report of the Executive Committee, Computer Science Association, Engineering Society, H.K.U.S.U., Session 2011 – 2012.



Meeting Chairperson (Tang Chun Hin (CS3, Acting Chairperson and Acting External Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012)) approved.

Law Chi Lok (CS3, Acting Internal General Secretary and Acting External General Secretary of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) reported the General Report of the Executive Committee, Computer Science Association, Engineering Society, H.K.U.S.U., Session 2011 – 2012.

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At 19:10, 15<sup>th</sup> March 2012, Meeting Chairperson (Tang Chun Hin (CS3, Acting Chairperson and Acting External Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012)) announced that he had received Motion 09.

Motion that: “To receive and adopt the General Report of the Executive Committee, Computer Science Association, Engineering Society, H.K.U.S.U., Session 2011 – 2012”

Proposer: Wong Wai Ling

Secunder: Tse Shing Chi

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

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At 19:11, 15<sup>th</sup> March 2012, Meeting Chairperson (Tang Chun Hin (CS3, Acting Chairperson and Acting External Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012)) announced that he had received Motion 10.

Motion that: “To move to the agendum 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 ”

Proposer: Tse Shing Chi

Secunder: Wong Wai Ling

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

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**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

Leung Chi Wah (CS3, Acting Financial Secretary and Acting Information Secretary of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) asked Meeting Chairperson (Tang Chun Hin (CS3, Acting Chairperson and Acting External Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012)) if he could be granted to report Mixer (Semester 2, 2010 – 2011).

Meeting Chairperson (Tang Chun Hin (CS3, Acting Chairperson and Acting External Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012)) approved.

Leung Chi Wah (CS3, Acting Financial Secretary and Acting Information Secretary of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) reported the Mixer (Semester 2, 2010 – 2011).

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Mo Wing Fat (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked what the starting time for spending on setting up the venue was.

Leung Chi Wah (CS3, Acting Financial Secretary and Acting Information Secretary of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) answered it started at 11:30.

Mo Wing Fat (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) commented that the contents of the Annual Report should be more detailed, especially the “Evaluation” parts. So this would be more useful for the later sessions.

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Wong Mei Wa (CS3, Acting Social Secretary of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) asked Meeting Chairperson (Tang Chun Hin (CS3, Acting Chairperson and Acting External Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012)) if she could be granted to report Superpass Day (Semester 2, 2010 – 2011).

Meeting Chairperson (Tang Chun Hin (CS3, Acting Chairperson and Acting External Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012)) approved.

Wong Mei Wa (CS3, Acting Social Secretary of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) reported the Superpass Day (Semester 2, 2010 – 2011).

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Yuen Chi Leung (CS3, Acting Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) asked Meeting Chairperson (Tang Chun Hin (CS3, Acting Chairperson and Acting External Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012)) if he could be granted to report Orientation Programme 2011.

Meeting Chairperson (Tang Chun Hin (CS3, Acting Chairperson and Acting External Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012)) approved.

Yuen Chi Leung (CS3, Acting Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) reported Orientation Programme 2011.

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Mo Wing Fat (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked what problems or conflicts on allocating resources for Orientation Programme 2011 – Registration Day and Orientation Programme 2011 – Orientation Camp were.

Yuen Chi Leung (CS3, Acting Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) answered there were no problems on allocating resources and human resources in Orientation Programme 2011.

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Mo Wing Fat (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked if three aims stated in the Report on Orientation Programme 2011 were achieved.

Yuen Chi Leung (CS3, Acting Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) answered that the first aim was achieved in both Orientation Programme 2011 – Registration Day and Orientation Programme 2011 – Orientation Camp (for example, speech by the staff of the Department). The second aim was achieved in Orientation Programme 2011 – Orientation Camp. He thought the Freshmen knew each other and the current students at least in their own group. The third aim was achieved in Orientation Programme 2011 – Orientation Camp as well.

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At 19:23, 15<sup>th</sup> March 2012, Meeting Chairperson (Tang Chun Hin (CS3, Acting Chairperson and Acting External Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011



– 2012)) announced that the authority of Meeting Chairperson would be transferred to Yuen Chi Leung (CS3, Acting Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012).

At 19:23, 15<sup>th</sup> March 2012, Yuen Chi Leung (CS3, Acting Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) accepted the authority of Meeting Chairperson.

Meeting Chairperson (Tang Chun Hin (CS3, Acting Chairperson and Acting External Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012)) approved.

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Tang Chun Hin (CS3, Acting Chairperson and Acting External Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) asked Acting Meeting Chairperson (Yuen Chi Leung (CS3, Acting Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012)) if he could be granted to report Orientation Programme 2011 – Registration Day.

Acting Meeting Chairperson (Yuen Chi Leung (CS3, Acting Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012)) approved.

Tang Chun Hin (CS3, Acting Chairperson and Acting External Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) reported Orientation Programme 2011 – Registration Day.

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Mo Wing Fat (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked why the name was changed from Orientation Programme 2011 – Information Day to Orientation Programme 2011 – Registration Day.

Tang Chun Hin (CS3, Acting Chairperson and Acting External Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) answered it was decided by HKUSU, which was responsible for the arrangement among all the associations and societies, to unite the name used.

Mo Wing Fat (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked if it could be called “Orientation Programme 2011 – Information Day” officially.



Tang Chun Hin (CS3, Acting Chairperson and Acting External Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) answered it was not appropriate to do so.

Mo Wing Fat (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) commented that it might be violated the regulation if it was called “Information Day”. He reminded the elected cabinet to pay attention to the use of the wordings.

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Mo Wing Fat (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked if the iZone could be shown to the attendees.

Tang Chun Hin (CS3, Acting Chairperson and Acting External Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) introduced the iZone and showed it to the attendees.

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Mo Wing Fat (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked about the number of the Freshmen who registered to participate in the Orientation Programme 2011 – Orientation Camp through the online registration after the Orientation Programme 2011 – Registration Day.

Tang Chun Hin (CS3, Acting Chairperson and Acting External Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) answered that he did not have actual figure on hand at that moment. According to his memory, it should be zero.

Mo Wing Fat (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) commented that it was fine that no participants registered to participate in the Orientation Programme 2011 – Orientation Camp through the online registration after the Orientation Programme 2011 – Registration Day. It was good to provide another channel for the Freshmen to contact the Ex-Co and know more about the Orientation Programme 2011 – Orientation Camp via online registration.

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Mo Wing Fat (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked why an undergraduate from Bachelor of Science was a helper in Orientation Programme 2011 – Registration Day.



Tang Chun Hin (CS3, Acting Chairperson and Acting External Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) answered that it was fine that she could be the helper in the Orientation Programme 2011 – Registration Day because all helper for Registration Day must be the members of HKUSU according to the regulation from HKUSU. Also, she would change her major to Bachelor of Engineering (Computer Science) in the Semester 1, 2011 – 2012.

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Mo Wing Fat (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked when the iZone was started to prepare and how early the iZone should be prepared.

Tang Chun Hin (CS3, Acting Chairperson and Acting External Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) answered iZone was started to prepare on the three weeks before the Orientation Programme 2011 – Registration Day. Yet, rather than the contents, other preparation work, such as printing, took a long period of time. The time to start to prepare the iZone depended on the contents. For example, it would be better to start much earlier if interviews with staff of the Department were included. For the iZone distributed in Orientation Programme 2011 – Registration Day, the suggested starting time should be the six weeks before Orientation Programme 2011 – Registration Day.

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At 19:33, 15<sup>th</sup> March 2012, Acting Meeting Chairperson (Yuen Chi Leung (CS3, Acting Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012)) announced that he had received Motion 11.

Motion that: “To amend P.81 of Annual Report of Computer Science Association, Engineering Society, H.K.U.S.U., Session 2011 – 2012.

From: Helpers:... Cheung Man Pan (CS 3) Chu Sai Yin (CS 3) Li Vai Kong (CS 3)

to: Cheung Man Pan (CS3) Chu Sai Yin (CS3) Li Vai Kong (CS3)”

Proposer: Wong Wai Ling

Secunder: Tse Shing Chi

Discussion was raised by Mo Wing Fat (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.)



Mo Wing Fat (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) stated that according to their Hong Kong Identity Card, “Cheung Man Pan” was called “Cheung Man Pan, Zero” while “Li Vai Kong” was called “Li Vai Kong Edward” and asked if the motion would be amended.

Yuen Chi Leung (CS3, Acting Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) answered that since they did not state it when they submitted their names to the Ex-Co, it would not be amended.

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

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Mo Wing Fat (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked what the contents of iZone distributed in Orientation Programme 2011 – Registration Day were and what the suggested contents were for the elected cabinet.

Tang Chun Hin (CS3, Acting Chairperson and Acting External Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) answered the iZone included a message written by the Head of the Department (Professor D.W.L. Cheung), an interview script from the staff of the Department (Dr. A.T.C. Tam and Dr. K.K.Y. Wong), the employment survey results of the CS graduates in 2010, a brief introduction of the Association, a brief introduction of the website and Facebook of the Association and the advertisement on Orientation Programme 2011 – Orientation Camp. The suggested contents included the introduction of the CS laboratories to help the Freshmen know more about the CS life.

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Mo Wing Fat (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked how the helpers were allocated in Orientation Programme 2011 – Registration Day and what the suggested number of helpers in the booth was.

Tang Chun Hin (CS3, Acting Chairperson and Acting External Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) answered the number of helpers in the booth depended on the number of helpers (called central helpers) requested from the HKUSU and Engineering Society, HKUSU. Also, peak hour in Orientation Programme 2011 – Registration Day was also considered when allocating human resources. Yet, there





should not be too many helpers in the booth because it could not be able to allow the Freshmen to enter the booth. The suggested number of helpers in the booth was 4.

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Mo Wing Fat (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked what the suggestions on emphasizing the image of CS on the booth were.

Tang Chun Hin (CS3, Acting Chairperson and Acting External Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) answered in Orientation Programme 2010 – Information Day, many laptop computers were shown and placed on the cabinets so the image of CS was very clear. Yet, some participants thought it was messy. After considering this opinion, some laptop computers and one iPad were used for registration only in Orientation Programme 2011 – Registration Day. Unfortunately, this made the image of CS become unclear. It was suggested that more iPad and an easy stand be placed clearly showing the image of CS.

Yuen Chi Leung (CS3, Acting Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) supplemented that the font size of CS on the banner was suggested to be large enough. Also, some photos of past functions related to Orientation Camp could be shown.

Ho Kok Sum (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked why iPad was used.

Tang Chun Hin (CS3, Acting Chairperson and Acting External Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) answered it might not be necessary to use iPad. iPad was suggested because it was popularly used around the world and was clear enough to provide the image of CS to the Freshmen.

Mo Wing Fat (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) commented in Orientation Programme 2009 – Information Day, many computers were shown as well. Also, one monitor was placed and broadcasted a video showing some photos of Orientation Camp in the previous session. Then it sounded not too bored. In addition, it might not be necessary to put Apple products only. Yet, the main concern was how to make the booth attractive and beautiful.



Lee Man Yin (CS1, Chairperson-elect and Acting Publication and Publicity Secretary-elect of CSA, ENS, H.K.U.S.U., Session 2012 – 2013) commented that it might not be true that the more the computer products were shown, the better the effects on the image of CS were.

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At 19:46, 15<sup>th</sup> March 2012, Acting Meeting Chairperson (Yuen Chi Leung (CS3, Acting Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012)) announced that he had received Motion 12.

Motion that: “To amend P81 of Annual Report of Computer Science Association, Engineering Society, H.K.U.S.U., Session 2011 – 2012.

From: Helpers:... Chen Yiling, (BSc 1)

to: Helpers:... Chen Yiling (BSc 1)”

Proposer: Wong Wai Ling

Secunder: Tse Shing Chi

Proposer (Wong Wai Ling (CS3, Full Member of CSA, ENS, H.K.U.S.U.)) commented that it was not good to write the name of the helper wrongly.

Secunder (Tse Shing Chi (CS3, Full Member of CSA, ENS, H.K.U.S.U.)) commented that it was unexpected the name of the helper was wrong in the Annual Report. The Ex-Co should proof-read it carefully before printing out.

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

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At 19:47, 15<sup>th</sup> March 2012, Acting Meeting Chairperson (Yuen Chi Leung (CS3, Acting Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012)) announced that the authority of Meeting Chairperson would be transferred to Tang Chun Hin (CS3, Acting Chairperson and Acting External Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012).

At 19:50, 15<sup>th</sup> March 2012, Tang Chun Hin (CS3, Acting Chairperson and Acting External Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) accepted the authority of Meeting Chairperson.



Acting Meeting Chairperson (Yuen Chi Leung (CS3, Acting Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012)) approved.

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Yuen Chi Leung (CS3, Acting Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) asked Meeting Chairperson (Tang Chun Hin (CS3, Acting Chairperson and Acting External Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012)) if he could be granted to report Orientation Programme 2011 – Orientation Camp.

Meeting Chairperson (Tang Chun Hin (CS3, Acting Chairperson and Acting External Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012)) approved.

Yuen Chi Leung (CS3, Acting Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) reported Orientation Programme 2011 – Orientation Camp.

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Mo Wing Fat (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked what the participants did in “CS Cheers demonstration” on Day 3.

Yuen Chi Leung (CS3, Acting Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) answered all participants (except central helpers) demonstrated CS Cheers, including “CS Rock” and “We are CS”.

Mo Wing Fat (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked if it was a competition or a demonstration.

Yuen Chi Leung (CS3, Acting Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) answered it was demonstration only.

Mo Wing Fat (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked what the differences between “CS Cheers practice” and “CS Cheers demonstration” were.

Yuen Chi Leung (CS3, Acting Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) answered in “CS Cheers practice”, they practised the CS Cheers to become more united and with a soft voice. In “CS Cheers demonstration”, they demonstrated the



CS cheers as loudly and unitedly as they could.

Mo Wing Fat (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) commented it was similar to a military training in “CS Cheers practice” and “CS Cheers demonstration”. And it was suggested some goals for the Freshmen be set when demonstrating the CS Cheers.

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Mo Wing Fat (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked about the evaluation on outcome of the Revelation of Spy.

Yuen Chi Leung (CS3, Acting Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) answered the outcome of the Revelation of Spy was not satisfactory. It was because the Freshmen in some groups were not active. Then the spy was very obvious so the process of Revelation of Spy of these groups was too short. Also, the Freshmen in these groups were likely to have a negative feeling. It was suggested that group leaders and the Ex-Co guide the Freshmen clearly. The outcome of some groups was what the Ex-Co expected. Yet, time management should be paid attention to.

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At 19:55, 15<sup>th</sup> March 2012, Meeting Chairperson (Tang Chun Hin (CS3, Acting Chairperson and Acting External Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012)) announced that he had received Motion 13.

Motion that: “To amend P83 of Annual Report of Computer Science Association, Engineering Society, H.K.U.S.U., Session 2011 – 2012.

From: Spies: ... Poon Chi Sun (CS1)

to: Spies: ... Poon Chi Sum (CS1)”

Proposer: Wong Wai Ling

Seconder: Tse Shing Chi

Proposer (Wong Wai Ling (CS3, Full Member of CSA, ENS, H.K.U.S.U.)) stated the name amended was checked from the Contact Directory.

Seconder (Tse Shing Chi (CS3, Full Member of CSA, ENS, H.K.U.S.U.)) stated the name of “Poon Chi Sum” on Page 96 was correct. Then one page was amended only.



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

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At 19:57, 15<sup>th</sup> March 2012, Meeting Chairperson (Tang Chun Hin (CS3, Acting Chairperson and Acting External Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012)) announced that he had received Motion 14.

Motion that: “To amend P81 of Annual Report of Computer Science Association, Engineering Society, H.K.U.S.U.

From: Helpers:... Yu Chuk Lam (CS1)

to: Helpers:... Yu Cheuk Lam (CS1)”

Proposer: Wong Wai Ling

Seconder: Tse Shing Chi

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

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Mo Wing Fat (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked why the Freshmen in those groups had a negative feeling.

Yuen Chi Leung (CS3, Acting Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) answered since most of the Freshmen in the group were inactive, it was difficult for the spy to motivate them even though he had put a lot of efforts. Also, group leaders might not be able to create an excited atmosphere in the group. Therefore, the choice of group leaders was very important. What was more, it was important to pay attention to the characteristics of the Freshmen on Registration Day so it was helpful for the grouping of the Freshmen.

Mo Wing Fat (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) commented that it was essential to pay attention to the characteristics of the Freshmen on Registration Day because this could avoid grouping many inactive people together. Also, the negative feeling might be spread to other groups. Fortunately, in Orientation Programme 2011 – Orientation Camp, only one group had negative feelings. As a result, grouping of the Freshmen was very important.

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Mo Wing Fat (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked if the



number of reservations for campsite was as same as the number of participants.

Yuen Chi Leung (CS3, Acting Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) answered that the number of reservations was 64, which was as same as the number of participants.

Mo Wing Fat (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) commented that it was good that the campsite was full. It was reminded that it might have an adverse effect on the financial situation of the Association if the number of participants was not enough.

Yuen Chi Leung (CS3, Acting Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) supplemented that the campsite could still allow to reserve more rooms once the number of participants was confirmed after Orientation Programme 2011 – Registration Day.

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Mo Wing Fat (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked how the organising committee was recruited and what their duties were.

Yuen Chi Leung (CS3, Acting Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) answered that organising committee and helpers (including group leaders, group helpers and spies) were recruited together. Their duties included organising and testing the games (including ice-breaking games, mass games, beach games and Hong Kong Orienteering). Their performance was good.

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Mo Wing Fat (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked if the pre-camp was organised; how the pre-camp was; and what the effects on pre-camp were.

Yuen Chi Leung (CS3, Acting Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) answered the pre-camp was organised. The pre-camp included testing mass games. This could help how to improve the mass games.

Mo Wing Fat (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked if the



pre-camp was a day camp or a residential camp lasting for two days.

Yuen Chi Leung (CS3, Acting Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) answered pre-camp was a residential camp lasting for two days. It was because many mass games, including proposed and back-up mass games, were required to test.

Mo Wing Fat (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked if the beach games were tested before.

Yuen Chi Leung (CS3, Acting Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) answered yes.

Mo Wing Fat (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked if there were differences between testing and on-day for both beach games and mass games. If yes, he asked what the reasons were.

Lau Kam Lun (CS3, Acting Welfare Secretary and Acting Marketing Secretary of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) answered for the beach games, the number of people on the beach and the size of area got were different between testing and on-day. On-day, there were many people on the beach. Also, the size of area got was smaller and the area was near the lifeguards, who might stop the beach games.

Leung Chi Wah (CS3, Acting Financial Secretary and Acting Information Secretary of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) supplemented that for the mass games, the main difference was the number of people tested was less than that played on-day. It was impossible to test the real situation in some games which were requested four groups to play together. Yet, back-up plan was prepared. And the process was smooth on-day.

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Mo Wing Fat (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked if the LE2, Library Extension Building, The University of Hong Kong was a good place for gathering the participants at the beginning.

Yuen Chi Leung (CS3, Acting Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) answered yes. It was because it was located in the middle of the main



campus and it was easier for the Freshmen to reach there. Also, the Freshmen had visited there on Orientation Programme 2011 – Registration Day. Another reason choosing it was a large area outside the LE2, Library Extension Building, The University of Hong Kong could be used for playing ice-breaking games and other activities.

Mo Wing Fat (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked how the luggage of the participants was moved from the University to the campsite.

Yuen Chi Leung (CS3, Acting Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) answered that the luggage of the participants was moved from LE2, Library Extension Building, The University of Hong Kong to the car-park by themselves. Then the vans were called to send the luggage from the University to the campsite. After that, the central helpers moved the luggage from the vans to campsite. Yet, the number of central helpers was not enough for the last movement in the campsite.

Mo Wing Fat (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked about the number of suggested central helpers for moving the luggage and materials from the University to the campsite.

Yuen Chi Leung (CS3, Acting Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) answered 6 central helpers, who are able to move the luggage and materials were suggested.

Mo Wing Fat (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) commented that the number of central helpers was fine. It was also highly recommended that the luggage of the participants be moved to the car-park by themselves.

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Leung Chi Wah (CS3, Acting Financial Secretary and Acting Information Secretary of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) asked Meeting Chairperson (Tang Chun Hin (CS3, Acting Chairperson and Acting External Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) if he could be granted to report Mixer (Semester 1, 2011 – 2012).

Meeting Chairperson (Tang Chun Hin (CS3, Acting Chairperson and Acting External Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012)) approved.





Leung Chi Wah (CS3, Acting Financial Secretary and Acting Information Secretary of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) reported Mixer (Semester 1, 2011 – 2012).

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Mo Wing Fat (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked where the food was ordered and what food was ordered.

Leung Chi Wah (CS3, Acting Financial Secretary and Acting Information Secretary of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) answered the fruit tarts were ordered from the Hoixe Cake Shop; rice, noodles and snacks were ordered from 鴻興茶餐廳; sandwiches and snacks were ordered from 飲冰室.

Mo Wing Fat (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked if the restaurants provided delivery service and tableware.

Leung Chi Wah (CS3, Acting Financial Secretary and Acting Information Secretary of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) answered 鴻興茶餐廳 provided delivery service and tableware. 飲冰室 provided tableware only. Hoixe Cake Shop did not provide delivery service or tableware.

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Lau Kam Lun (CS3, Acting Welfare Secretary and Acting Marketing Secretary of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) asked Meeting Chairperson (Tang Chun Hin (CS3, Acting Chairperson and Acting External Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012)) if he could be granted to report Welfare Week.

Meeting Chairperson (Tang Chun Hin (CS3, Acting Chairperson and Acting External Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012)) approved.

Lau Kam Lun (CS3, Acting Welfare Secretary and Acting Marketing Secretary of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) reported Welfare Week.

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Wong Wing Ying (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked what the differences of holding Welfare Week between in Semester 1 and in Semester 2 were and what the suggestions for the elected cabinet about the time of holding Welfare Week



were.

Lau Kam Lun (CS3, Acting Welfare Secretary and Acting Marketing Secretary of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) answered one of the advantages of holding Welfare Week in Semester 1 might be the Members demanded Association Paper and Association Notebook Sleeve at the beginning of the semester. Yet, since the Freshmen were not the Members, they did not have the Member Price (discount price). As a result, they were preferred to buy welfare products in Semester 2. Finally, it was suggested that the Welfare Week be hold in the Semester 2.

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Wong Wing Ying (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked what the welfare package included.

Leung Chi Wah (CS3, Acting Financial Secretary and Acting Information Secretary of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) the welfare package included Association Coffee Mug, Association Mobile Chain, Association Paper and Association Notebook Sleeve.

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Wong Yee Tak (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked if some welfare products were remained in the counter after sold during Welfare Week.

Leung Chi Wah (CS3, Acting Financial Secretary and Acting Information Secretary of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) answered no.

Wong Wing Ying (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) if some welfare products were remained after sold so far.

Lau Kam Lun (CS3, Acting Welfare Secretary and Acting Marketing Secretary of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) answered in Session 2011 – 2012, no Welfare products were remained after sold.

Wong Yee Tak (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) commented the welfare products should not be remained after sold.

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Leung Chi Wah (CS3, Acting Financial Secretary and Acting Information Secretary of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) asked Meeting Chairperson (Tang Chun Hin (CS3, Acting Chairperson and Acting External Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012)) if he could be granted to report Programming Contest 2011.

Meeting Chairperson (Tang Chun Hin (CS3, Acting Chairperson and Acting External Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012)) approved.

Leung Chi Wah (CS3, Acting Financial Secretary and Acting Information Secretary of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) reported Programming Contest 2011.

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Wong Yee Tak (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked when and how the Ex-Co initiated the Programming Contest 2011.

Leung Chi Wah (CS3, Acting Financial Secretary and Acting Information Secretary of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) answered Microsoft Hong Kong directly contacted the Ex-Co in September 2011 and initiated the Programming Contest 2011. After careful consideration, the Ex-Co agreed with Microsoft Hong Kong to co-organise the Programming Contest 2011.

Wong Yee Tak (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked why Microsoft Hong Kong initiated the Programming Contest 2011 with the Ex-Co.

Leung Chi Wah (CS3, Acting Financial Secretary and Acting Information Secretary of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) answered it was because a CS3 student worked in Microsoft Hong Kong as a summer intern and represented Microsoft Hong Kong to initiate the Programming Contest with the Association.

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At 20:29, 15<sup>th</sup> March 2012, Meeting Chairperson (Tang Chun Hin (CS3, Acting Chairperson and Acting External Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012)) announced that he had received Motion 15.

Motion that: “To amend P90 of Annual Report of Computer Science Association, Engineering Society, H.K.U.S.U., Session 2011 – 2012.



From: Helpers:... Lam Wai Yin (CS3)

to: Helpers:... Lam Wan Yin (CS3)”

Proposer: Tse Shing Chi

Secunder: Wong Wai Ling

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

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Wong Wing Ying (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked if Microsoft Hong Kong would have an opportunity to co-organise similar functions in the future after co-organising Programming Contest 2011.

Leung Chi Wah (CS3, Acting Financial Secretary and Acting Information Secretary of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) answered Microsoft Hong Kong would have an interest in co-organising similar functions in the future and proposed a joint-university programming contests.

Wong Yee Tak (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked if Microsoft Hong Kong provided some contact methods for the Association.

Leung Chi Wah (CS3, Acting Financial Secretary and Acting Information Secretary of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) answered Microsoft Hong Kong had provided a business card of the contact person for the Association

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Mo Wing Fat (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked about the details related to the template mentioned under “Evaluations”, “Rundowns” on Page 91.

Leung Chi Wah (CS3, Acting Financial Secretary and Acting Information Secretary of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) answered the template was used for the participants to write the programs to answer the questions. Also, it was used for the judging program provided by the Microsoft Hong Kong. The template included six methods for six problems on the question papers. Users are requested to write each program in each method providing related parameters and return values. A URL was provided for the participants to download an encrypted and zipped file containing the template 5 minutes before the start of Programming Contest 2011. After all participants



downloaded the file, a password was provided to unzip the file. In the template, it provided a user-interface with some buttons and text boxes to show the results of the programs written by the participants. During the contest, participants started to raise a question to ask how to amend the user-interface in the template because they would like to change provided test cases (matrix and coordinates) in problems 5 and 6. It took a long period of time to teach every participant how to open the user interface to amend the test cases.

Tse Shing Chi (CS3, Full Member of CSA, ENS, H.K.U.S.U.) supplemented that the template was a Visual Studio solution. In a solution, it included a project. In a project, it included several source codes. Then, some participants opened a project; some opened the solution; and some opened the source codes. If they opened and amended the source codes, they would not be able to execute the program.

Wong Yee Tak (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked if Microsoft Visual Studio 2010 and a template had been clearly stated to be used in the Programming Contest 2011, and asked if Microsoft Visual Studio 2010 was well-known among CS students.

Leung Chi Wah (CS3, Acting Financial Secretary and Acting Information Secretary of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) answered Microsoft Visual Studio 2010 had been stated clearly in the e-mail, poster and rules. Before agreeing with Microsoft Hong Kong to co-organise the Programming Contest 2011, the Ex-Co had collected the opinions of the Members about using Microsoft Visual Studio 2010 for a programming contest. Since the Members who had taken CS courses, Computer Graphics and Computer Game Design and Programming, used Microsoft Visual Studio for the assignment, they were able to use it. For the template, it was informed to the participants before the start of the Programming Contest 2011 only. And it was unexpected that participants would modify the test cases.

Wong Yee Tak (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked how the opinions of the Members about using Microsoft Visual Studio 2010 for Programming Contest were collected.

Leung Chi Wah (CS3, Acting Financial Secretary and Acting Information Secretary of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) answered the opinions were collected personally.



Also, some of the Freshmen were asked and replied they had learnt it by themselves before. In addition, since it was requested to use Microsoft Visual Studio and C# to work on the assignments in the two courses mentioned before, it was assumed that people taken the two courses mentioned before should know how to use Microsoft Visual Studio and C#. Finally, the use of Microsoft Visual Studio 2010 and C# was the commitment with Microsoft Hong Kong.

Wong Yee Tak (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) commented that it was good to co-organise functions with Microsoft Hong Kong. And it might not be true that people knew how to use Microsoft Visual Studio and C# after taking the courses. Yet, it was fine to make this assumption for a CS student because they had had knowledge of programming which could be easier for them to translate into another programming language. It was reminded that this assumption could be made for holding a programming contest only.

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Wong Wing Ying (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked about the composition of every year of participants in Programming Contest 2011.

Leung Chi Wah (CS3, Acting Financial Secretary and Acting Information Secretary of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) answered that majority of participants was the Freshmen. And not many CS2 and CS3 students participated in the Programming Contest 2011.

Mo Wing Fat (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked what the comments from the participants related to the difficulty of the problems among different year of participants were.

Leung Chi Wah (CS3, Acting Financial Secretary and Acting Information Secretary of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) answered that all participants thought the first four problems were very easy. The last two problems were challenging. For CS2 and CS3 students, they worked as fast as they could. For the Freshmen, they worked more carefully but relatively slowly.

Wong Yee Tak (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked if BEng1 students were the main target participants in the Programming Contest 2011 to attract



them to choose CS as their major.

Leung Chi Wah (CS3, Acting Financial Secretary and Acting Information Secretary of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) answered no.

Wong Wing Ying (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked if the Programming Contest 2011 could be able to attract the Freshmen to choose CS as their major.

Leung Chi Wah (CS3, Acting Financial Secretary and Acting Information Secretary of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) answered since only the Freshmen who enrolled ENGG1007AB were able to join the Programming Contest 2011, they had had an interest in choosing CS as their major. Also, if they were not interested in programming, they would not take part in the Programming Contest 2011. Finally, it might not be able to attract more the Freshmen to choose CS as their major.

Mo Wing Fat (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) commented that a sample question with a template should be provided.

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Wong Wing Ying (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked if the function related to programming would be recommended to the elected cabinet.

Leung Chi Wah (CS3, Acting Financial Secretary and Acting Information Secretary of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) answered it was vital to communicate well with the co-organiser(s). And it took a very long period of time for communication. Also, it was good to have a responsible contact person from the co-organiser(s). In addition, it was difficult to adjust the difficulty of the problems even though the mid-term papers of some computer programming courses were provided before. Besides, it was good to co-organise functions with some popular and big companies. This could help promote the image of the Association. Finally, it was important that if the prizes of the contest were not attractive, less people were willing to join the contest.

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Wong Yee Tak (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked how the results were released.



Leung Chi Wah (CS3, Acting Financial Secretary and Acting Information Secretary of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) answered the judges explained the questions and solutions after judging. The top five results were released on-day after explanation. Then every participant would get a certificate. Only top five participants would get a certificate with their order. For the remaining participants, they would get a certificate either stated “Merit” or “Proficiency” based on their number of correct test cases and finishing time. If they would like to know their own results, they could seek a requested via sending an e-mail to the Ex-Co. Yet, the individual results were not announced on-day.

Wong Yee Tak (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked if the Microsoft Hong Kong admitted the certificate.

Leung Chi Wah (CS3, Acting Financial Secretary and Acting Information Secretary of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) answered Microsoft Hong Kong admitted the certificate because it included the signature of the judge (Mr. Ryan Chan (Development Tools Product Marketing Manager, Microsoft Hong Kong), the logo of Microsoft Hong Kong and the Association chop.

Wong Yee Tak (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked if the certificate was printed by the Ex-Co and then was signed by the judge.

Leung Chi Wah (CS3, Acting Financial Secretary and Acting Information Secretary of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) answered the certificate was designed by the Ex-Co. After getting approval from the Microsoft Hong Kong, the certificate was printed by the Ex-Co and then was sent to Microsoft Hong Kong for the signature.

Wong Yee Tak (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) commented it was good to get the certificate provided by a big company. She thought the Members would be glad to get such certificate and recommended to organise similar functions for the Members.

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Wong Yee Tak (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked about the details related to “Judging”.

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Leung Chi Wah (CS3, Acting Financial Secretary and Acting Information Secretary of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) answered once the judge received the e-mail from the participants, he judged their solutions immediately. That was why it only took 15 minutes in the “Judging” section. In this section, it was doubly checked the results. The Ex-Co monitored the whole judging process.

Wong Yee Tak (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked what the souvenirs were.

Leung Chi Wah (CS3, Acting Financial Secretary and Acting Information Secretary of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) answered the souvenirs, which were presented to guests in Inauguration Ceremony in Session 2010 – 2011, were presented from the Acting Chairperson to the judges.

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Wong Mei Wa (CS3, Acting Social Secretary of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) asked Meeting Chairperson (Tang Chun Hin (CS3, Acting Chairperson and Acting External Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012)) if she could be granted to report Superpass Day (Semester 1, 2011 – 2012).

Meeting Chairperson (Tang Chun Hin (CS3, Acting Chairperson and Acting External Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012)) approved.

Wong Mei Wa (CS3, Acting Social Secretary of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) reported Superpass Day (Semester 1, 2011 – 2012).

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Mo Wing Fat (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked how the Ex-Co held the chopping of roasted pig safely.

Wong Mei Wa (CS3, Acting Social Secretary of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) answered two Ex-Co were arranged to help the participants chop the roasted pig when they were not able to chop it. If some participants played with the cleaver, other participants were requested to leave them alone. Then the Ex-Co tried to persuade them not to play it.



Mo Wing Fat (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) commented such situation should be considered. It was because it was dangerous to use the sharp cleaver. It was important to think about the area of using the cleaver.

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Mo Wing Fat (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked if participants in the Superpass Fai Chun Writing were eager.

Wong Mei Wa (CS3, Acting Social Secretary of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) answered yes.

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Mo Wing Fat (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked if the number of participants in the Annual Report represented to that in Superpass Dinner.

Wong Mei Wa (CS3, Acting Social Secretary of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) answered yes.

Mo Wing Fat (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked about the number of reservation from the restaurant.

Wong Mei Wa (CS3, Acting Social Secretary of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) answered 4 tables were reserved. One table could seat 10 to 12 people.

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Mo Wing Fat (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked about the composition of every year of participants in Superpass Dinner.

Leung Chi Wah (CS3, Acting Financial Secretary and Acting Information Secretary of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) answered for the Freshmen there were 1.5 tables; for CS2 students, there were 0.5 tables; for CS3 students, there were 2 tables.

Mo Wing Fat (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) commented the composition of every year of participants was fine. However, it reflected the relationship between the Ex-Co and CS2 students might not be strong enough.

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Mo Wing Fat (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked why there were 43 participants on Page 93 while 44 application fee were received in the Annual Financial Report on Page 119.

Leung Chi Wah (CS3, Acting Financial Secretary and Acting Information Secretary of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) answered one participant had paid the application fee but was absent on that day.

Mo Wing Fat (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked if the Ex-Co had contacted the absentee and would refund the application fee to him.

Leung Chi Wah (CS3, Acting Financial Secretary and Acting Information Secretary of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) answered the Ex-Co had contacted the absentee. But it was told that the application fee was non-refundable during registration.

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Mo Wing Fat (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked Meeting Chairperson (Tang Chun Hin (CS3, Acting Chairperson and Acting External Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012)) if the attendee could be granted for overall comments on Annual Functional Report.

Meeting Chairperson (Tang Chun Hin (CS3, Acting Chairperson and Acting External Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012)) approved.

Mo Wing Fat (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) commented he was appreciated the Programming Contest 2011, which was a good function because it had a strong linkage with CS. He recommended the elected cabinet consider organising that kind of functions for the Members.

Wong Yee Tak (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) commented it was good to organise a career talk for the Members. She reminded that even though career talk would not be organised in Session 2012 – 2013, the elected cabinet should tell the following session about it for consideration.

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At 21:08, 15<sup>th</sup> March 2012, Meeting Chairperson (Tang Chun Hin (CS3, Acting Chairperson and Acting External Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012)) announced that he had received Motion 16.

Motion that: “To receive and adopt the Annual Functional Report with amendments of the Executive Committee, Computer Science Association, Engineering Society, H.K.U.S.U., Session 2011 – 2012”

Proposer: Tse Shing Chi

Secunder: Wong Wai Ling

Discussion was raised by Mo Wing Fat (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.).

Mo Wing Fat (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked if the amendments were written on the white board outside only.

Leung Chi Wah (CS3, Acting Financial Secretary and Acting Information Secretary of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) answered besides the amendments written on the white board outside, it included the amendment sheet distributed (including the amendments on Pages 82, 84 and 85). The electronic version released later would be amended.

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

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At 21:09, 15<sup>th</sup> March 2012, Meeting Chairperson (Tang Chun Hin (CS3, Acting Chairperson and Acting External Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012)) announced that he had received Motion 17.

Motion that: “To move to the agendum 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 ”

Proposer: Tse Shing Chi

Secunder: Wong Wai Ling



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

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**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**

Lau Kam Lun (CS3, Acting Welfare Secretary and Acting Marketing Secretary of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) asked Meeting Chairperson (Tang Chun Hin (CS3, Acting Chairperson and Acting External Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012)) if he could be granted to report Welfare and Service Report of the Executive Committee, Computer Science Association, Engineering Society, H.K.U.S.U., Session 2011 – 2012.

Meeting Chairperson (Tang Chun Hin (CS3, Acting Chairperson and Acting External Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012)) approved.

Lau Kam Lun (CS3, Acting Welfare Secretary and Acting Marketing Secretary of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) reported Welfare and Service Report of the Executive Committee, Computer Science Association, Engineering Society, H.K.U.S.U., Session 2011 – 2012.

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Wong Yee Tak (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked about the criteria of being a Team Member in Association Football Team.

Lau Kam Lun (CS3, Acting Welfare Secretary and Acting Marketing Secretary of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) answered no standard criteria was set. If they were interested in it, they could join it. Also, the Ex-Co asked the Members to join the Association Football Team. Those stated in the report were the Members who joined the football practice in Session 2011 – 2012.

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Wong Wing Ying (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked what welfare products were sold the most.



Leung Chi Wah (CS3, Acting Financial Secretary and Acting Information Secretary of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) answered the Association Paper was sold the most in Member Price according to the Annual Financial Report except DVD+R and CD-R. The second one was Association T-shirt (2010 – 2011). Also, some people who were not the Members bought the welfare products in Session 2011 – 2012.

Wong Wing Ying (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) what methods were used to promote the welfare products.

Lau Kam Lun (CS3, Acting Welfare Secretary and Acting Marketing Secretary of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) answered no special promotion methods were used in Session 2011 – 2012.

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Mo Wing Fat (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked about the criteria to join the football match representing the Association Football Team.

Lau Kam Lun (CS3, Acting Welfare Secretary and Acting Marketing Secretary of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) answered all the Team Members were contacted when there was a football match. If the Team Members had attended the football match, the Ex-Co would try to arrange all of them to take part in the match.

Mo Wing Fat (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked if the CS graduates could be the Team Members of Association Football Team even though they were not the Associate Members.

Lau Kam Lun (CS3, Acting Welfare Secretary and Acting Marketing Secretary of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) answered it was a problem if the number of football players was not enough for a football practice. Therefore, the Ex-Co had contacted the CS graduates who had joined the Association Football Team before to take part in the football practice. This could strengthen the relationship between CS graduates and the Association.

Mo Wing Fat (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked if CS graduates joined the football match with other associations and societies.



Lau Kam Lun (CS3, Acting Welfare Secretary and Acting Marketing Secretary of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) answered it depended on the rules of the football match. If the rules were allowed, the Ex-Co would also try to contact the CS graduates and Associate Members.

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Wong Wing Ying (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked what suggestions on size of T-shirt and jacket were.

Lau Kam Lun (CS3, Acting Welfare Secretary and Acting Marketing Secretary of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) answered it depended on the actual sizes of every company. Generally, “L” size would be recommended to order more. “S” and “XS” would be recommended to order less as less female Members bought the welfare products.

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Wong Wing Ying (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked if many people bought the welfare products except Welfare Week.

Leung Chi Wah (CS3, Acting Financial Secretary and Acting Information Secretary of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) answered the welfare products were mainly sold during Welfare Week. And the Members sometimes bought stationery and Association Paper in other periods of time. Also, since CS’ Area was closed for relocation in the Semester 1, 2011 – 2012, it was difficult to sell the welfare products.

Wong Wing Ying (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked what promotions were suggested during duty time.

Leung Chi Wah (CS3, Acting Financial Secretary and Acting Information Secretary of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) answered the elected cabinet should announce the welfare products sold in the Association. A banner could be made to show the list of welfare products. Yet, it was reminded to pay attention to the terms of the use of CS’ Area when selling the welfare products.

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Wong Wing Ying (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked why IS/CS students were not included in Class Photo Taking.



Lau Kam Lun (CS3, Acting Welfare Secretary and Acting Marketing Secretary of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) answered it was because they would not be willing to take the class photos in Session 2010 – 2011.

Wong Wing Ying (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked if ISA, BEA, HKUSU was contacted about the Class Photo Taking.

Lau Kam Lun (CS3, Acting Welfare Secretary and Acting Marketing Secretary of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) answered no.

Wong Wing Ying (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) commented she understood that IS/CS students might not be willing to take class photos. Yet, since IS/CS students were the potential members of the Association. It was better to contact ISA, BEA, HKUSU about it.

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Wong Wing Ying (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked what the advantages and disadvantages of distributing class photo by class representatives and by setting up the counter were.

Lau Kam Lun (CS3, Acting Welfare Secretary and Acting Marketing Secretary of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) answered the advantage of distributing class photo by class representatives was that class representatives had more opportunities to meet their own year students and hence the chance of distributing to the Members successfully increased. The disadvantage of distributing class photo by setting up the counter was the Ex-Co distributed the class photos inactively. It was reminded that the class representatives should be informed as early as possible if the elected cabinet would like to give the class photos to them for distribution.

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Wong Wing Ying (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked who bought the Departmental Windbreaker.

Lau Kam Lun (CS3, Acting Welfare Secretary and Acting Marketing Secretary of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) answered Wu Ying Kit and Law Wai Chun.





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Wong Wing Ying (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked about the composition of buyers of welfare products.

Lau Kam Lun (CS3, Acting Welfare Secretary and Acting Marketing Secretary of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) answered no staff bought welfare products in Session 2011 – 2012. Few of the Freshmen bought the welfare products. Mainly CS2 and CS3 students bought the welfare products.

Wong Wing Ying (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked if the Ex-Co promoted the welfare products to staff of the Department (including tutors, technical support, lecturer and professors).

Lau Kam Lun (CS3, Acting Welfare Secretary and Acting Marketing Secretary of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) answered no.

Wong Wing Ying (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) commented some tutors and lecturers in the Department might be interested in buying the welfare products.

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Mo Wing Fat (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked if the staff of the Department and shops were found for sponsorship in Orientation Programme 2011 – Orientation Camp.

Lau Kam Lun (CS3, Acting Welfare Secretary and Acting Marketing Secretary of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) answered no because all the acting office bearers were working as a summer intern when preparing Orientation Programme 2011 – Orientation Camp.

Mo Wing Fat (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) commented the staff of the Department would might give some cash sponsors.

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Wong Yee Tak (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked if the



sources of sponsorship were found from other associations and societies.

Lau Kam Lun (CS3, Acting Welfare Secretary and Acting Marketing Secretary of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) answered no.

Wong Yee Tak (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) commented it was understandable for the acting office bearers that less sponsorship was found in Session 2011 – 2012. Yet, for the elected cabinet, it was reminded that sponsors should be found as early as possible because sponsors could smoothen the process of organising Orientation Programme. Also, the source of sponsorships could be found from other associations and societies.

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Wong Wing Ying (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked about the details related to renewal of Membership Card.

Lau Kam Lun (CS3, Acting Welfare Secretary and Acting Marketing Secretary of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) answered there were no problems on the process of the renewal of Membership Card. Yet, it was not eager for the Members to renew the Membership Card.

Wong Wing Ying (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) commented it was not eager for the Members to renew the Membership Card every year. If the Constitution was amended, it was recommended the Members could hold the Membership Card for three years as they have paid for the membership fee for three years.

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Wong Wing Ying (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked who bought the welfare package.

Leung Chi Wah (CS3, Acting Financial Secretary and Acting Information Secretary of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) answered Casey Tang (the Freshmen).

Wong Wing Ying (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked why the welfare package was not attractive.



Lau Kam Lun (CS3, Acting Welfare Secretary and Acting Marketing Secretary of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) answered it was because the price and contents of welfare package were not attractive enough.

Wong Wing Ying (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked what the suggestions on welfare package were.

Lau Kam Lun (CS3, Acting Welfare Secretary and Acting Marketing Secretary of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) answered financial situation was one of the considerations before deciding the welfare package. If there were some new products, they could be included in the welfare package. Also, it was important to promote the welfare package to the Members.

Wong Yee Tak (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked if period of Welfare Week had an effect on the sales of welfare package.

Lau Kam Lun (CS3, Acting Welfare Secretary and Acting Marketing Secretary of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) answered the period might not be the main factors affecting the sales of welfare package. The main factors included price and contents of welfare products and the Ex-Co was not familiar with the Freshmen. Also, many CS2 and CS3 students had bought the welfare products before and hence they did not buy it in Session 2011 – 2012.

Wong Yee Tak (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked why the price of welfare package was not changed when the sales were found not to be satisfactory.

Lau Kam Lun (CS3, Acting Welfare Secretary and Acting Marketing Secretary of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) answered it was not fair for those who had bought the welfare package before.

Wong Yee Tak (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) commented the longer the period of time of Welfare Week, the more the sales of the welfare products. And she agreed with Lau Kam Lun that the change of price was not an appropriate way.



Wong Wing Ying (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked if the Souvenirs of Graduates were distributed in the exhibition of CS final year project.

Lau Kam Lun (CS3, Acting Welfare Secretary and Acting Marketing Secretary of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) answered yes.

Wong Wing Ying (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked what problems were found during the distribution of Souvenirs of Graduates.

Lau Kam Lun (CS3, Acting Welfare Secretary and Acting Marketing Secretary of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) answered there were no special problems. Before distribution, a list of CS final year students was got from the Department.

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Wong Wing Ying (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked if the Members got more than one Souvenir for Graduates.

Lau Kam Lun (CS3, Acting Welfare Secretary and Acting Marketing Secretary of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) answered no.

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Mo Wing Fat (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked what the meaning of “Period” for Association File on Page 109 was.

Lau Kam Lun (CS3, Acting Welfare Secretary and Acting Marketing Secretary of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) answered the “Period” meant the Association File was started to be sold until the end of Session 2011 – 2012.

Mo Wing Fat (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked why the number of sales for Association File was 0.

Lau Kam Lun (CS3, Acting Welfare Secretary and Acting Marketing Secretary of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) answered the number of sales for Association File was 0 because the Members bought the Association File in package of 3, and none of the Members bought one Association File only.



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Cheng Hok Leung (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked if the Newsletter was issued in Session 2011 – 2012.

Lau Kam Lun (CS3, Acting Welfare Secretary and Acting Marketing Secretary of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) answered no.

Wong Wing Ying (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked why the Newsletter was not issued in Session 2011 – 2012.

Lau Kam Lun (CS3, Acting Welfare Secretary and Acting Marketing Secretary of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) answered it was because no budget was allocated to issue Newsletter in Annual Budget of CSA, ENS, H.K.U.S.U., Session 2011 – 2012 and human resources was a lack of Session 2011 – 2012.

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Cheng Hok Leung (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked if the Members could borrow recreational facilities in CS' Area during duty time.

Lau Kam Lun (CS3, Acting Welfare Secretary and Acting Marketing Secretary of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) answered no. It was because CS' Area in HW312, Haking Wong Building, The University of Hong Kong was closed for the construction. Then, after discussion with the Department, CS' Area was finally relocated to LG104, Composite Building, The University of Hong Kong in the January 2012. Therefore, no borrowing of recreational facilities services were provided for the Members in Session 2011 – 2012.

Wong Yee Tak (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked if the website of the Association was updated about the recreational facilities.

Leung Chi Wah (CS3, Acting Financial Secretary and Acting Information Secretary of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) answered no. Yet, the e-mail was sent to the Members about no borrowing of recreational facilities services in Session 2011 – 2012.

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Wong Wing Ying (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked if a



updated Contact Directory was prepared in Session 2011 – 2012.

Lau Kam Lun (CS3, Acting Welfare Secretary and Acting Marketing Secretary of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) answered no.

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Mo Wing Fat (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked how the Ex-Co discussed with the Department about the relocation of CS' Area; how the Ex-Co made use of the website of the Association; and if there were updates on Employment Surveys Results and Jobs Opportunities.

Leung Chi Wah (CS3, Acting Financial Secretary and Acting Information Secretary of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) answered the Ex-Co discussed about the relocation of CS' Area with the staff in technical support at the beginning. Then the Ex-Co discussed it with the Head of the Department (Professor D.W.L. Cheung). At the early of the discussion, the Ex-Co would like to stay the CS' Area in HW312, Haking Wong Building, The University of Hong Kong. Yet, the Department refused this approach. Then the Department suggested the CS' Area be relocated to HW307B, Haking Wong Building, The University of Hong Kong. Unfortunately, the access right for this room only included post-graduates. If the Ex-Co decided to relocate the CS' Area to there, the Department would grant the access right to the Ex-Co. Yet, after careful consideration, the Ex-Co thought that HW307B, Haking Wong Building, The University of Hong Kong might not be a good place as CS' Area because most of the Members were undergraduates and were not able to contact the Ex-Co. After a long period of time of discussion, the Department finally agreed to lend a room in LG104, Composite Building, The University of Hong Kong to the Association to be the CS' Area with the terms that the Ex-Co and the Department agreed with. The terms were discussed and finalized by the Ex-Co and the Department. Also, the Department mentioned there were many complaints about the noise harassment in CS' Area in the past from people. If complaints were received about the harassment in the laboratory for the Association, the Department might take back the area allocated. Thus, the "Remarks" in the terms were raised by the Ex-Co in order to protect the right of the Association to raise objection and look at the evidence the Department found. For the use of the website of the Association, all posters were posted before the functions for promotion. Also, online registration of the Orientation Programme 2011 – Orientation camp was via the website. Besides, all announcement of the Association was posted in the website. For the Community, only CS3 students had



the access right on it because it was based on the Contact Directory of Session 2009 – 2010. Due to the lack of users, no promotion was carried out in Session 2011 – 2012. For the Forum, since most of the Members were not interested in it, no more updates or promotion were carried out in Session 2011 – 2012. Thus, it was recommended the elected cabinet delete such function. For the Employment Survey Results of the CS graduates, it was updated. For the Jobs Opportunities, it was updated automatically.

Cheng Hok Leung (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) commented the elected cabinet should pay attention to the definition of “dangerous goods” stated in terms 3, for example, a lighter.

Mo Wing Fat (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) commented every session should know the details about how to discuss with the Department for the CS’ Area.

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Mo Wing Fat (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked Meeting Chairperson (Tang Chun Hin (CS3, Acting Chairperson and Acting External Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012)) if the attendees could be granted overall comments on Welfare and Service Report of the Executive Committee, Computer Science Association, Engineering Society, H.K.U.S.U., Session 2011 – 2012.

Meeting Chairperson (Tang Chun Hin (CS3, Acting Chairperson and Acting External Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012)) approved.

Cheng Hok Leung (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) commented the Report on Souvenirs for Graduates should include what souvenirs had been distributed. Also, it would be better to include the reports on those welfare and services provided before but not in Session 2011 – 2012, such as Newsletter, Contact Directory and Borrowing of Recreational Facilities, to state the reasons why not provided them.

Wong Yee Tak (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) commented the update of the website of the Association was the responsibility of the Ex-Co. And the website represented the Association. For the Community, it was the electronic Contact Directory so it could expect to last for several years. Yet, it might not popularly be used among the Members.



Wong Wing Ying (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) commented the Ex-Co did well. She was appreciated with the sales of the welfare products, especially the Departmental Windbreakers. For the website, it was necessary to update regularly. Also, the promotion of the website was not enough. It was recommended the website and Facebook page of the Association be made use well of promotion functions.

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At 22:25, 15<sup>th</sup> March 2012, Meeting Chairperson (Tang Chun Hin (CS3, Acting Chairperson and Acting External Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012)) announced that he had received Motion 18.

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 2011 – 2012”

Proposer: Tse Shing Chi

Seconder: Szeto Wing Yan

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

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At 22:26, 15<sup>th</sup> March 2012, Meeting Chairperson (Tang Chun Hin (CS3, Acting Chairperson and Acting External Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012)) announced that he had received Motion 19.

Motion that: “To move to the agendum 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”

Proposer: Tse Shing Chi

Seconder: Lam Chun Wai

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

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**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

At 22:27, 15<sup>th</sup> March 2012, Meeting Chairperson (Tang Chun Hin (CS3, Acting Chairperson and Acting External Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012)) announced that the authority of Meeting Chairperson would be transferred to Yuen Chi Leung (CS3, Acting Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012).

At 22:27, 15<sup>th</sup> March 2012, Yuen Chi Leung (CS3, Acting Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) accepted the authority of Meeting Chairperson.

Meeting Chairperson (Tang Chun Hin (CS3, Acting Chairperson and Acting External Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012)) approved.

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Tang Chun Hin (CS3, Acting Chairperson and Acting External Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) asked Acting Meeting Chairperson (Yuen Chi Leung (CS3, Acting Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012)) if he could be granted to report External Affair Report of the Executive Committee, Computer Science Association, Engineering Society, H.K.U.S.U., Session 2011 – 2012.

Acting Meeting Chairperson (Yuen Chi Leung (CS3, Acting Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012)) approved.

Tang Chun Hin (CS3, Acting Chairperson and Acting External Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) reported External Affair Report of the Executive Committee, Computer Science Association, Engineering Society, H.K.U.S.U., Session 2011 – 2012.

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Mo Wing Fat (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked what problems were faced in the Council Meetings.

Tang Chun Hin (CS3, Acting Chairperson and Acting External Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) answered the relationship between Engineering



Society, HKUSU and six affiliated associations was better than before. The main problem faced in the Council Meeting was issues related to 4-year curriculum.

Mo Wing Fat (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) commented the 4-year curriculum should be discussed for a long period of time in the Council Meetings. It was reminded that the elected cabinet should have a clear stand before attending meetings.

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Mo Wing Fat (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked if the Ex-Co recommended the elected cabinet continuing joining the Joint Universities Computer Association (JUCA).

Tang Chun Hin (CS3, Acting Chairperson and Acting External Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) answered JUCA was a good platform to share experience with other association and societies in different universities related to CS. Yet, due to different session period and assessment period of different universities, it was difficult to hold meetings and functions. He recommended the elected cabinet continued joining JUCA.

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At 22:37, 15<sup>th</sup> March 2012, Acting Meeting Chairperson (Yuen Chi Leung (CS3, Acting Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012)) announced that he had received Motion 20.

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 2011 – 2012”

Proposer: Wong Wai Ling

Secunder: Tse Shing Chi

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

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At 22:37, 15<sup>th</sup> March 2012, Acting Meeting Chairperson (Yuen Chi Leung (CS3, Acting



Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012)) announced that he had received Motion 21.

Motion that: “To move to the agenda 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”

Proposer: Tse Shing Chi

Seconder: Wong Wai Ling

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

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**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**

At 22:38, 15<sup>th</sup> March 2012, Acting Meeting Chairperson (Yuen Chi Leung (CS3, Acting Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012)) announced that the authority of Meeting Chairperson would be transferred to Tang Chun Hin (CS3, Acting Chairperson and Acting External Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012).

At 22:38, 15<sup>th</sup> March 2012, Tang Chun Hin (CS3, Acting Chairperson and Acting External Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) accepted the authority of Meeting Chairperson.

Acting Meeting Chairperson (Yuen Chi Leung (CS3, Acting Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012)) approved.

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Leung Chi Wah (CS3, Acting Financial Secretary and Acting Information Secretary of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) asked Meeting Chairperson (Tang Chun Hin (CS3, Acting Chairperson and Acting External Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012)) if he could be granted to report Annual Financial Report of the Executive Committee, Computer Science Association, Engineering Society, H.K.U.S.U., Session 2011 – 2012.



Meeting Chairperson (Tang Chun Hin (CS3, Acting Chairperson and Acting External Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012)) approved.

Leung Chi Wah (CS3, Acting Financial Secretary and Acting Information Secretary of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) reported Annual Financial Report of the Executive Committee, Computer Science Association, Engineering Society, H.K.U.S.U., Session 2011 – 2012.

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Mo Wing Fat (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked what the “Keys” (under “Others” on Page 115) were.

Leung Chi Wah (CS3, Acting Financial Secretary and Acting Information Secretary of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) answered the keys were for door of the CS’ Area in LG104, Composite Building, The University of Hong Kong and a cabinet in CS’ Area.

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Cheng Hok Leung (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) what “Gain on Newsletter Payable”, “Gain on Annual Report Payable” and “Gain on Annual Budget Payable” (under “Others” on Page 115) meant.

Leung Chi Wah (CS3, Acting Financial Secretary and Acting Information Secretary of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) answered the actual amounts paid for these three items were less than the expected amounts stated in the Income Expenditure Account of Annual Financial Report of the Association, Session 2010 – 2011. Therefore, due to the fact that the claim for the money in the Association was based on the receipts, “Gain on Newsletter Payable”, “Gain on Annual Report Payable” and “Gain on Annual Budget Payable” represented the remainder between actual amounts paid and expected amounts for these three items.

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Wong Yee Tak (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked what “Career Talk on Computer Science Sponsorship Receivable” (on Page 116) was.

Leung Chi Wah (CS3, Acting Financial Secretary and Acting Information Secretary of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) answered Career Talk on Computer Science



Sponsorship was the cash sponsors from CEDARS in Session 2010 – 2011. And this amount of money were received and recorded in “Bank” (Current Assets) in Session 2011 - 2012.

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Wong Wai Ling (CS3, Full Member of CSA, ENS, H.K.U.S.U.) asked what comments on the surplus of Session 2011 – 2012 were.

Leung Chi Wah (CS3, Acting Financial Secretary and Acting Information Secretary of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) answered the surplus was too many in Session 2011 – 2012. Yet, it was reasonable because less functions and activities were organised.

Lee Man Yin (CS1, Chairperson-elect and Acting Publication and Publicity Secretary-elect of CSA, ENS, H.K.U.S.U., Session 2012 – 2013) asked why the application fee in Superpass Day (Semester 1, 2011 – 2012) was not decreased when so many surpluses were found.

Leung Chi Wah (CS3, Acting Financial Secretary and Acting Information Secretary of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) answered the application fee was HK\$65 because the price of the roasted pig was too high and it was unexpected there were absentees in the Superpass Dinner after paid.

Wong Wai Ling (CS3, Full Member of CSA, ENS, H.K.U.S.U.) commented the surplus should not be too many and should be near HK\$0.00. Also, it was better that there were no deficits finally.

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Mo Wing Fat (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked why so many vans were used in Orientation Programme 2011 – Orientation Camp.

Leung Chi Wah (CS3, Acting Financial Secretary and Acting Information Secretary of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) answered two vans were reserved for transporting the luggage of participants from the University to the campsite. One van was used for transporting the campfire materials from Tai Kok Tsui to the University. One was used for transporting BBQ materials from Chai Wan to the campsite. One was used for transporting materials from the campsite to the University.



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Mo Wing Fat (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked about the details about coach booked in Orientation Programme 2011 – Orientation Camp.

Leung Chi Wah (CS3, Acting Financial Secretary and Acting Information Secretary of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) answered one coach, which consisted of 61 seats, was booked to travel back and forth between the campsite and the beach.

Mo Wing Fat (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) commented the reason why this question was raised was the price in Annual Budget of the Association, Session 2012 – 2013 for the coach was around HK\$2,000.00. It was reminded that more research on the price of coach should be carried out before booking.

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Wong Yee Tak (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked about the details of booklet and Camp T-shirt in Orientation Programme 2011 – Orientation Camp.

Leung Chi Wah (CS3, Acting Financial Secretary and Acting Information Secretary of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) answered the total number of Camp T-shirt bought was 251. Since different sizes and colors of Camp T-shirt had different prices, no details were included. For the booklets, the expenditure included paper and string only. They were printed by the printing quota of the Ex-Co in CS laboratories.

Wong Yee Tak (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked about the details of prices of the Camp T-shirts.

Leung Chi Wah (CS3, Acting Financial Secretary and Acting Information Secretary of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) answered for black and white, 87 Camp T-shirts were ordered and cost at HK\$25.80 for each. 1 black Camp T-shirt (XXXL) was ordered and cost at HK\$35.80. For remaining four colors, 162 Camp T-shirts were ordered and cost at HK\$25.00 each while 1 Camp T-shirt (XXXL) was ordered and cost at HK\$35.00.

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Cheung Chan Teng (CS1, Internal Vice-chairperson-elect and Acting Internal General Secretary-elect of CSA, ENS, H.K.U.S.U., Session 2012 – 2013) asked what poster cost at



HK\$50.00 in Orientation Programme 2011 – Registration Day was.

Leung Chi Wah (CS3, Acting Financial Secretary and Acting Information Secretary of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) answered it was the A1 size poster.

Cheung Chan Teng (CS1, Internal Vice-chairperson-elect and Acting Internal General Secretary-elect of CSA, ENS, H.K.U.S.U., Session 2012 – 2013) asked about the details of booklet in Orientation Programme 2011 – Registration Day.

Leung Chi Wah (CS3, Acting Financial Secretary and Acting Information Secretary of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) answered the booklets were printed in the shop on 4/F, Knowles Building, The University of Hong Kong. 200 booklets were printed and cost at HK\$2.00 for each.

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At 22:58, 15<sup>th</sup> March 2012, Meeting Chairperson (Tang Chun Hin (CS3, Acting Chairperson and Acting External Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012)) announced that he had received Motion 22.

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 2011 – 2012”

Proposer: Wong Wai Ling

Seconder: Tse Shing Chi

Discussion was raised by Mo Wing Fat (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.)

Mo Wing Fat (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) thanked for the work of the Ex-Co on the Annual Financial Report of the Executive Committee, Computer Science Association, Engineering Society, H.K.U.S.U., Session 2011 – 2012.

Cheng Hok Leung (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) commented it was difficult for the readers to read the figures in Annual Financial Report of the Executive Committee, Computer Science Association, Engineering



Society, H.K.U.S.U., Session 2011 – 2012. Thus, it was better to find another printing shop to print the Annual Report.

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

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At 23:02, 15<sup>th</sup> March 2012, Meeting Chairperson (Tang Chun Hin (CS3, Acting Chairperson and Acting External Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012)) announced that he had received Motion 23.

Motion that: “To move to the agenda 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”

Proposer: Wong Wai Ling

Seconder: Tse Shing Chi

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

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#### **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**

Wu Ying Kit (CS1, Financial Secretary-elect and Acting Information Secretary-elect of CSA, ENS, H.K.U.S.U., Session 2012 - 2013) asked Meeting Chairperson (Tang Chun Hin (CS3, Acting Chairperson and Acting External Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012)) if he could be granted to present the Annual Budget of the Executive Committee, Computer Science Association, Engineering Society, H.K.U.S.U., Session 2012 – 2013.

Meeting Chairperson (Tang Chun Hin (CS3, Acting Chairperson and Acting External Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012)) approved.

Wu Ying Kit (CS1, Financial Secretary-elect and Acting Information Secretary-elect of CSA, ENS, H.K.U.S.U., Session 2012 - 2013) presented the Annual Budget of the Executive Committee, Computer Science Association, Engineering Society, H.K.U.S.U., Session 2012 – 2013.





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Mo Wing Fat (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked what the differences on the Annual Budget of the Executive Committee, Computer Science Association, Engineering Society, H.K.U.S.U., Session 2012 – 2013 between campaign and the Meeting were.

Wu Ying Kit (CS1, Financial Secretary-elect and Acting Information Secretary-elect of CSA, ENS, H.K.U.S.U., Session 2012 - 2013) answered the differences included the Association Paper in Notes 5 (Registration Day (3-year curriculum)) and 6 (Registration Day (4-year curriculum)), bowl in Note 9 (Mixer (Semester 1, 2012 – 2013)) and several items in Note 12 (Welfare Week). As a result, the total surplus was different on Page 1.

Mo Wing Fat (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked if all the proposed amendments raised in Campaign were done.

Wu Ying Kit (CS1, Financial Secretary-elect and Acting Information Secretary-elect of CSA, ENS, H.K.U.S.U., Session 2012 - 2013) answered yes.

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At 23:08, 15<sup>th</sup> March 2012, Meeting Chairperson (Tang Chun Hin (CS3, Acting Chairperson and Acting External Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012)) announced that he had received Motion 24.

Motion that: “To receive and adopt the Annual Budget of the Executive Committee, Computer Science Association, Engineering Society, H.K.U.S.U., Session 2012 – 2013”

Proposer: Wong Wai Ling

Seconder: Tse Shing Chi

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

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At 23:09, 15<sup>th</sup> March 2012, Meeting Chairperson (Tang Chun Hin (CS3, Acting Chairperson and Acting External Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012)) announced that he had received Motion 25.



Motion that: “Move to the agenda 12. To elect the Honorary Members, if any”

Proposer: Tse Shing Chi

Secunder: Wong Wai Ling

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

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## **12. To elect the Honorary Members, if any**

Meeting Chairperson (Tang Chun Hin (CS3, Acting Chairperson and Acting External Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012)) announced no people were recommended by the Ex-Co to be Honorary Members in Session 2011 – 2012.

At 23:10, 15<sup>th</sup> March 2012, Meeting Chairperson (Tang Chun Hin (CS3, Acting Chairperson and Acting External Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012)) announced that he had received Motion 26.

Motion that: “Move to the agenda 13: To amend the Constitution, if any”

Proposer: Tse Shing Chi

Secunder: Wong Wai Ling

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

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## **13. To amend the Constitution, if any**

Meeting Chairperson (Tang Chun Hin (CS3, Acting Chairperson and Acting External Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012)) announced there were no amendments on the Constitution in Session 2011 – 2012.

At 23:11, 15<sup>th</sup> March 2012, Meeting Chairperson (Tang Chun Hin (CS3, Acting Chairperson and Acting External Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012)) announced that he had received Motion 27.

Motion that: “Move to the agenda 14: Any Other Business”

Proposer: Tse Shing Chi



Secunder: Wong Wai Ling

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

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#### **14. Any Other Business**

Discussion about the recruitment of the new Ex-Co was raised by Mo Wing Fat (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.).

Mo Wing Fat (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked what problems the Ex-Co faced when recruiting the new Ex-Co.

Tang Chun Hin (CS3, Acting Chairperson and Acting External Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) answered it had been difficult to recruit the new Ex-Co recently. It was recommended that some functions be organised by the Freshmen and the Ex-Co together in order to let the Freshmen experience organising functions. In the coming session, 4-year curriculum would become a barrier for recruiting the new Ex-Co. The Constitution might be amended to suit to the actual situation.

Yuen Chi Leung (CS3, Acting Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) answered it was important to recruit the Freshmen to be organising committee in a function for experiencing organising functions. It was also important that the Ex-Co kept a linkage with the proposed cabinet before campaign.

Law Chi Lok (CS3, Acting Internal General Secretary and Acting External General Secretary of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) answered it was important to find a leader in the proposed cabinet to lead other people.

Leung Chi Wah (CS3, Acting Financial Secretary and Acting Information Secretary of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) answered it was important that the Ex-Co should provide more information about what work to do in the Association. Also, the concern about academic results was one of the reasons why the Freshmen did not want to be the new Ex-Co. Finally, it was not recommended to give too much pressure to the proposed cabinet.

Wong Mei Wa (CS3, Acting Social Secretary of CSA, ENS, H.K.U.S.U., Session 2011 – 2012)



answered if the core group of people in the proposed cabinet was not found, the current Ex-Co should initiate some meetings or gatherings.

Lau Kam Lun (CS3, Acting Welfare Secretary and Acting Marketing Secretary of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) answered work done in the mock campaign and campaign should be according to the Member's needs.

Mo Wing Fat (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked what other measures the Ex-Co would do in the Semester 1, 2011 – 2012 for recruiting the new Ex-Co.

Tang Chun Hin (CS3, Acting Chairperson and Acting External Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) answered more work should be done in the Orientation Camp to provide an important and warm feeling for the Freshmen.

Yuen Chi Leung (CS3, Acting Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) answered it was important to let the proposed cabinet think about their year plan. Therefore, the Ex-Co should co-ordinate with them well.

Law Chi Lok (CS3, Acting Internal General Secretary and Acting External General Secretary of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) answered more gatherings and meetings should be organised by the Ex-Co. Also, organising committee could be recruited for organising some sports functions to let the Freshmen experience organising functions.

Leung Chi Wah (CS3, Acting Financial Secretary and Acting Information Secretary of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) answered proposed cabinet could be asked to be a helper in the functions.

Wong Mei Wa (CS3, Acting Social Secretary of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) answered more re-union gatherings after Orientation Camp should be organised.

Lau Kam Lun (CS3, Acting Welfare Secretary and Acting Marketing Secretary of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) answered it was important to organise some gatherings between all groups in Orientation Camp. Also, the current Ex-Co should smile more during the duty-time or in the counter.



Mo Wing Fat (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) commented the methods mentioned would be helpful for the elected cabinet to recruit new Ex-Co.

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Overall comments related to the performance of the Ex-Co in Session 2011 – 2012 were raised by Mo Wing Fat (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.).

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At 23:28, 15<sup>th</sup> March 2012, Meeting Chairperson (Tang Chun Hin (CS3, Acting Chairperson and Acting External Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012)) announced that he had received Motion 28.

Motion that: “To thank the Sub-Committee Member, Tse Shing Chi (UID: 2009564748) of CSA, ENS, H.K.U.S.U. Session 2011 – 2012 for supporting CSA, ENS, H.K.U.S.U.”

Proposer: Yuen Chi Leung

Seconder: Leung Chi Wah

Seconder (Leung Chi Wah (CS3, Acting Financial Secretary and Acting Information Secretary of CSA, ENS, H.K.U.S.U., Session 2011 – 2012)) thanked Tse Shing Chi for his efforts, especially technical support on website of the Association and online registration of the functions, from Session 2009 – 2010 to Session 2011 – 2012.

Proposer (Yuen Chi Leung (CS3, Acting Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012)) commented Tse Shing Chi had devoted his university life to the Association and thanked him.

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

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Mo Wing Fat (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) thanked the Ex-Co for their efforts and work. It was unexpected new functions were organised. He thought all the Members would appreciate their work.



Wong Wing Ying (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) commented it had already been good that Annual Financial Report of the Executive Committee, Computer Science Association, Engineering Society, H.K.U.S.U., Session 2011 – 2012 could be able to be released in the Meeting. She thanked the Ex-Co for their work in Session 2011 – 2012.

Cheng Hok Leung (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) thanked the Ex-Co for two-year work. And he reminded Law Chi Lok to write the minutes for the the Meeting and to pay attention to the correctness of the names used.

Wong Yee Tak (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) commented the performance of the Ex-Co was good. It was reminded the Ex-Co could help the elected cabinet and could provide some advices to them as the Ex-Co had two-year experience.

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At 23:37, 15<sup>th</sup> March 2012, Meeting Chairperson (Tang Chun Hin (CS3, Acting Chairperson and Acting External Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012)) announced that he had received Motion 29.

Motion that: “To thank all acting office bearers of CSA, ENS, H.K.U.S.U., Session 2011 – 2012, for their hard work”

Proposer: Lee Man Yin

Secunder: Cheung Chan Teng

Proposer (Lee Man Yin (CS1, Chairperson-elect and Acting Publication and Publicity Secretary-elect of CSA, ENS, H.K.U.S.U., Session 2012 – 2013)) thanked the Ex-Co and stated it was unforgettable for him about Orientation Programme 2011 – Orientation Camp and Orientation Programme 2011 – Registration Day, especially the campfire. And he hoped the elect cabinet would not fall short of the Ex-Co’s expectations.

Secunder (Cheung Chan Teng (CS1, Internal Vice-chairperson-elect and Acting Internal General Secretary-elect of CSA, ENS, H.K.U.S.U., Session 2012 – 2013)) thanked the Ex-Co for their work, especially the Campaign. And he hoped the elected cabinet would not fall short of the Ex-Co’s expectations.



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

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At 23:40, 15<sup>th</sup> March 2012, Meeting Chairperson (Tang Chun Hin (CS3, Acting Chairperson and Acting External Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012)) announced that he had received Motion 30.

Motion that: “To thank the returning officer Wu Tse On Dainel (UID: 3035012911) (Chairperson of Civil Engineering Society, ENS, HKUSU, Session 2012 – 2013)”

Proposer: Leung Chi Wah

Secunder: Lau Kam Lun

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

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At 23:41, 15<sup>th</sup> March 2012, Meeting Chairperson (Tang Chun Hin (CS3, Acting Chairperson and Acting External Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012)) announced that he had received Motion 31.

Motion that: “To thank the returning officer Chan Chun Wing Chester (UID: 3035008946) (Internal Vice-chairperson of Civil Engineering Society, ENS, HKUSU, Session 2012 – 2013)”

Proposer: Leung Chi Wah

Secunder: Lau Kam Lun

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

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Issues related to comments of the Ex-Co related to the work in two sessions were raised by Mo Wing Fat (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.).

Tang Chun Hin (CS3, Acting Chairperson and Acting External Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) commented it was glad that the proposed cabinet was formed and elected. He was confident that the elected cabinet could do well in coming session.



Yuen Chi Leung (CS3, Acting Internal Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) commented it was glad that the Freshmen would be willing to be the office bearers of the Association and thanked the Ex-Co, Session 2011 – 2012.

Law Chi Lok (CS3, Acting Internal General Secretary and Acting External General Secretary of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) commented he worked more happily in Session 2011 – 2012 than in Session 2010 – 2011 because less functions were organised and the relationship between the Ex-Co had been strengthened, and thanked Tse Shing Chi and Wong Wai Ling.

Leung Chi Wah (CS3, Acting Financial Secretary and Acting Information Secretary of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) commented he was unforgettable in these two sessions and glad that the proposed cabinet was formed and elected.

Wong Mei Wa (CS3, Acting Social Secretary of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) commented that she was happy in these two sessions. And she did not regret making the decisions on being the acting office bearer in Session 2011 – 2012.

Lau Kam Lun (CS3, Acting Welfare Secretary and Acting Marketing Secretary of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) commented that there were many arguments when doing the work in those two sessions. He thanked the Ex-Co, Session 2011 – 2012, Tse Shing Chi, Wong Wai Ling and the elected cabinet.

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At 23:53, 15<sup>th</sup> March 2012, Meeting Chairperson (Tang Chun Hin (CS3, Acting Chairperson and Acting External Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012)) announced that he had received Motion 32.

Motion that: “Move to the agendum 15: Adjournment”

Proposer: Wong Wai Ling

Secunder: Tse Shing Chi

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

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## 15. Adjournment





At 23:53, 15<sup>th</sup> March 2012, Meeting Chairperson (Tang Chun Hin (CS3, Acting Chairperson and Acting External Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012)) announced that he had received Motion 33.

Motion that: “To adjourn the Annual General Meeting of Computer Science Association, Engineering Society, H.K.U.S.U., Session 2011 – 2012”

Proposer: Tse Shing Chi

Secunder: Wong Wai Ling

Mo Wing Fat (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) reminded the elect cabinet to announce the results of the election within 24 hours after the conclusion of election according to the Constitution.

Leung Chi Wah (CS3, Acting Financial Secretary and Acting Information Secretary of CSA, ENS, H.K.U.S.U., Session 2011 – 2012) commented that the election results would be released by the election chairperson.

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

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At 23:55, 15<sup>th</sup> March 2012, Meeting Chairperson (Tang Chun Hin (CS3, Acting Chairperson and Acting External Vice-chairperson of CSA, ENS, H.K.U.S.U., Session 2011 – 2012)) announced that the Meeting was adjourned.



Gacs  
Annual Report of Computer Science Association,  
Engineering Society, HKUSU, Session 2012–2013

Prepared by,

Law Chi Lok  
Acting Internal General Secretary  
Computer Science Association,  
Engineering Society,  
H.K.U.S.U.  
Session 2011 – 2012

Approved by,

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



## **6. Minutes of 1<sup>st</sup> Extraordinary General Meeting of Computer Science Association, Engineering Society, H.K.U.S.U., Session 2012–2013**

### **Terminology of Minutes of 1<sup>st</sup> Extraordinary General Meeting of Computer Science Association, Engineering Society, H.K.U.S.U., Session 2012–2013**

<b>Term</b>	<b>Meaning</b>
the Department	Department of Computer Science, The University of Hong Kong
the Faculty	Faculty of Engineering, The University of Hong Kong
the University	The University of Hong Kong
the Association	Computer Science Association, Engineering Society, H.K.U.S.U.
the Members	All members of the Association
Ex-Co	Executive Committee members of the Association
the Meeting	1 <sup>st</sup> Extraordinary General Meeting of the Association, Session 2012–2013
the Constitution	The Constitution of the Association



## **Computer Science Association, Engineering Society, H.K.U.S.U., Session 2012–2013**

### **1<sup>st</sup> Extraordinary General Meeting Minutes**

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

Date: 21<sup>st</sup> July, 2012 (Saturday)

Time: 14:00

Meeting Chairperson: Lee Man Yin (Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)

Acting Honorary Secretary: Cheung Chan Teng (Internal Vice-chairperson and Acting Internal General Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)

Returning Officer: Law Tsz Yin (External Vice-Chairperson and Acting Sports Secretary of Electrical and Electronic Engineering Association, Engineering Society, HKUSU)

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#### **Meeting Agenda**

1. Call to order
2. To appoint the acting Honorary Secretary
3. To receive and adopt the agenda
4. To discuss and adopt the amended constitution
5. Adjournment

At 14:00, 21<sup>st</sup> July 2012 (Saturday), Meeting Chairperson (Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)) announced that due to lack of attendees to satisfy the requirement of quorum stated in Section 4.1.3 of the Constitution, the Meeting would be suspended for 30 minutes.

At 14:30, 21<sup>st</sup> July 2012 (Saturday), Meeting Chairperson (Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)) announced that the Meeting was resumed, with 6 attendees as quorum and due to lack of attendees to satisfy the requirement of quorum stated in Section 4.1.3 of the Constitution, the Meeting would be adjourned and be resumed on 28<sup>th</sup> July 2012 (Saturday), time was 12:00, venue was Room 308, Chow Yei Ching Building, The University of Hong Kong.

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At 12:01, 28<sup>th</sup> July 2012 (Saturday), Meeting Chairperson (Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)) announced that the Meeting was resumed, with 5 attendees as quorum.

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### **1. Call to Order**

Meeting Chairperson (Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)) 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”.

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### **2. To appoint the acting Honorary Secretary**

At 12:03, 28<sup>th</sup> July 2012 (Saturday), Meeting Chairperson (Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)) announced that he had received Motion 01.

Motion that: “To appoint Cheung Chan Teng (UID: 2011574331) to be the acting Honorary Secretary of the Meeting.”

Proposer: Wu Ying Kit (CS1, Financial Secretary and Acting Information Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)

Seconder: Lam Chun Wai (CS1, External Vice-chairperson and Acting External General Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)

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

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### **3. To receive and adopt the agenda**

Lam Chun Wai (CS1, External Vice-chairperson and Acting External General Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) asked the Meeting Chairperson (Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)) if the speaking right could be granted to Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.).



Meeting Chairperson (Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)) approved.

Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked for the purpose of holding the Meeting.

Lam Chun Wai (CS1, External Vice-chairperson and Acting External General Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) answered that the purpose of holding the Meeting was to amend the Constitution.

At 12:05, 28<sup>th</sup> July 2012 (Saturday), Meeting Chairperson (Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)) announced that he had received Motion 02.

Motion that: “To receive and adopt the agenda.”

Proposer: Wu Ying Kit (CS1, Financial Secretary and Acting Information Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)

Seconder: Lam Chun Wai (CS1, External Vice-chairperson and Acting External General Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)

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

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#### **4. To discuss and adopt the amended constitution**

At 12:06, 28<sup>th</sup> July 2012 (Saturday), Meeting Chairperson (Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)) announced that the authority of Meeting Chairperson would be transferred to Szeto Wing Yan (CS1, Welfare Secretary and Acting Sports Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013).

At 12:07, 28<sup>th</sup> July 2012 (Saturday), Szeto Wing Yan (CS1, Welfare Secretary and Acting Sports Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) accepted the authority of Meeting Chairperson.

Meeting Chairperson (Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)) approved.



Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked how to arrange the order of discussion of each amendments and the procedure of the Meeting.

Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) answered that the proposed amended constitution have been submitted to Constitution Review Committee of Engineering Council, H.K.U.S.U., and then the Constitution Review Committee of the Hong Kong University Students' Union Council for reviewing, there would be motions to adopt the change for each amended items in the Constitution, and lastly there would be a motion to adopt all amendments.

Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) commented that the committee have answered the procedure of amending the Constitution, but what he wanted to know is how the Ex-Co held the Meeting only, he advised the Meeting Chairperson could announce which amendments were currently discussing, and then adopted the changes one-by-one.

Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) asked the Acting Meeting Chairperson (Szeto Wing Yan (CS1, Welfare Secretary and Acting Sports Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)) if he could be granted a speaking for explaining the change of item 1.1.1 of the Constitution.

Acting Meeting Chairperson (Szeto Wing Yan (CS1, Welfare Secretary and Acting Sports Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)) approved.

Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) said that he was going to present the amended items. In 1.1.1 of the Constitution, it changed from "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")." to "1.1.1 The name of the Association shall be "Computer Science Association, Engineering Society, HKUSU", in short "CSA, ENS, HKUSU", 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").", the reason of this change was that the Association was directly affiliated to Engineering Society, HKUSU, and there was no dot in the name Engineering, HKUSU.



Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked for the proof that there was no dot in the name.

Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) answered that according to Section 1.1 of the Constitution of Engineering Society, HKUSU, there was no dot in the name.

Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked that the name of the Hong Kong University Students' Union has dot or not.

Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) answered that according to the Constitution of the Hong Kong University Students' Union, there was no short name for the Hong Kong University Students' Union, it has stated that the name of sub-organization of the Union shall bear the initials of the Hong Kong University Students' Union, which is HKUSU, but it didn't mention if the dot is needed.

Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked what was the affect if the name of the Association was changed.

Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) answered that they had to notify some external organization bodies, changed the name registered in Societies Office of Hong Kong Police Force, in the Hong Kong University Students' Union, in Centre of Development and Resources for Students, The University of Hong Kong, in the website and facebook page of the Association, renewed the society chop of the Association and membership card of all Members, and handled the products of past sessions of the Association that cannot be on sale.

Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked when would the membership card be renewed.

Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) answered that as the membership card would be expired in next academic year, they would renew the membership card at that time.

Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) commented it was





good that the Ex-Co know what to do after changing the name, and remembered to notify the Department.

Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked why the Ex-Co had the decision that the products of past sessions would not be on sale.

Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) answered the products was in the name of the Association, it should follow the current name of the Association, so they decided not to sell the products with past Association name.

Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked how to handle these products.

Wu Ying Kit (CS1, Financial Secretary and Acting Information Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) answered that they would donate these products.

Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked if this action was appropriate as the Members paid the fee to the Association and the Association used such money to produce the products, and how to explain to the Members.

Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) answered that the sales of the past products was not satisfactory, donating them was the most appropriate and environmentally friendly way.

Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked why the Ex-Co didn't give a buffer time for handling the past products, as there would be both 3-year curriculum and 4-year curriculum in the Faculty next year, it was a great opportunity on selling the past products, and donating them would give a financial pressure to the Association.

Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) answered that the products has to follow the current name of the Association, and if the Ex-Co gave a buffer time to past products, it could not be guaranteed it had a satisfactory selling, otherwise it wasted the storing place of the Association, and the past products had depreciated and the cost could not be returned.



Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) commented that the Association did not have the concept of depreciation, and the cost of past products is from the Association, the Ex-Co should think of the effects and the images of the Association in donating the past products. Moreover, the Ex-Co had to organize Registration Day and Orientation Camp, they might not be able to produce new Association products to provide welfares to the Members. He knew that the name of the Association must be changed, there should be alternative to handle the past products. As a member of the Association, if the Ex-Co decided to donate all the past products because of the five dots, they might have a feeling of wasting their money. The Ex-Co should think twice before they had any decision. He recommended the Ex-Co could use lucky draw to give the past products to the Members other than donating them to some unknown organizations.

Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked when the amended constitution would come into force after adopted.

Cheung Chan Teng (CS1, Internal Vice-chairperson and Acting Internal General Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) answered that the amended constitution would come into force after the Meetings.

Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked when would the Ex-Co announced the amended constitution to the Members and general public.

Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) answered that website and mass email would be used to announce the amended constitution on that day, and for the external organizations, they would notify within seven days.

Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked if the Ex-Co observed the amended constitution immediately after the Meetings.

Cheung Chan Teng (CS1, Internal Vice-chairperson and Acting Internal General Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) answered yes.

Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) commented that the Ex-Co did remember to announce the amended constitution today, as in the Constitution,



it didn't state when to announce the amended constitution.

At 12:27, 28<sup>th</sup> July 2012 (Saturday), Acting Meeting Chairperson (Szeto Wing Yan (CS1, Welfare Secretary and Acting Sports Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)) announced that she had received Motion 03.

Motion that: "To adopt the change of the header of the constitution of CSA, ENS, H.K.U.S.U.

Original: THE CONSTITUTION OF COMPUTER SCIENCE ASSOCIATION,  
ENGINEERING SOCIETY, H.K.U.S.U.

Amended: THE CONSTITUTION OF COMPUTER SCIENCE ASSOCIATION,  
ENGINEERING SOCIETY, HKUSU"

Proposer: Cheung Chan Teng (CS1, Internal Vice-chairperson and Acting Internal General Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)

Seconder: Lam Chun Wai (CS1, External Vice-chairperson and Acting External General Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)

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

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At 12:27, 28<sup>th</sup> July 2012 (Saturday), Acting Meeting Chairperson (Szeto Wing Yan (CS1, Welfare Secretary and Acting Sports Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)) announced that she had received Motion 04.

Motion that: "To adopt the change of 1.1.1 of the constitution of CSA, ENS, H.K.U.S.U.

Original: 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").

Amended: 1.1.1 The name of the Association shall be "Computer Science Association, Engineering Society, HKUSU", in short "CSA, ENS, HKUSU", 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")."

Proposer: Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)

Seconder: Lam Chun Wai (CS1, External Vice-chairperson and Acting External General Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)



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

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Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) asked the Acting Meeting Chairperson (Szeto Wing Yan (CS1, Welfare Secretary and Acting Sports Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)) if he could be granted a speaking for explaining the change of item 1.2.7 of the Constitution.

Acting Meeting Chairperson (Szeto Wing Yan (CS1, Welfare Secretary and Acting Sports Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)) approved.

Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) said in 1.2.7 of the Constitution, it changed from “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.” to “1.2.7 To raise the social respect of the curricula of Computer Science and Information Systems/Computer Science of the University of Hong Kong.”, the reason of this change was that some of the curriculum were cancelled.

Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked if someone could write down the amended item.

Lam Chun Wai (CS1, External Vice-chairperson and Acting External General Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) asked the Acting Meeting Chairperson (Szeto Wing Yan (CS1, Welfare Secretary and Acting Sports Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)) if he could be granted some time to write the amended item on the white board.

Acting Meeting Chairperson (Szeto Wing Yan (CS1, Welfare Secretary and Acting Sports Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)) approved.

Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked for the proof of the cancellation of those curricula.

Lam Chun Wai (CS1, External Vice-chairperson and Acting External General Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) answered that he found those curricula did not exist in



the website of the Department and the University, therefore cancelled them out.

Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked there were still some associate members who had studied those curricula, why there was no need to raise the social respect of those curricula.

Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) answered that it was difficult to raise the social respect of the curriculum that they didn't know much, and they should raise the curriculum which were up-to-date.

Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) commented that he thought the target of raising social respect were public, as associate members were part of the Association's membership, this amendment was something good and bad. It was difficult to find out the information of those curricula, but it was different from introducing curricula, it was fine for this amendment.

At 12:40, 28<sup>th</sup> July 2012 (Saturday), Acting Meeting Chairperson (Szeto Wing Yan (CS1, Welfare Secretary and Acting Sports Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)) announced that she had received Motion 05.

Motion that: "To adopt the change of 1.2.7 of the constitution of CSA, ENS, H.K.U.S.U.

Original: 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.

Amended: 1.2.7 To raise the social respect of the curricula of Computer  
Science and Information Systems/Computer Science of the  
University of Hong Kong."

Proposer: Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity  
Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)

Seconder: Lam Chun Wai (CS1, External Vice-chairperson and Acting External General  
Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)

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



Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) asked the Acting Meeting Chairperson (Szeto Wing Yan (CS1, Welfare Secretary and Acting Sports Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)) if he could be granted a speaking for explaining the change of item 1.2.8 of the Constitution.

Acting Meeting Chairperson (Szeto Wing Yan (CS1, Welfare Secretary and Acting Sports Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)) approved.

Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) said in 1.2.8 of the Constitution, it changed from “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.” to “1.2.8 To promote the interflowing of the curricula of Computer Science and Information Systems/Computer Science with other academic bodies.”, the reason of this change was that some of the curriculum were cancelled.

At 12:43, 28<sup>th</sup> July 2012 (Saturday), Acting Meeting Chairperson (Szeto Wing Yan (CS1, Welfare Secretary and Acting Sports Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)) announced that she had received Motion 06.

Motion that: “To adopt the change of 1.2.8 of the constitution of CSA, ENS, H.K.U.S.U.

Original: 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.

Amended: 1.2.8 To promote the interflowing of the curricula of Computer Science and Information Systems/Computer Science with other academic bodies.”

Proposer: Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)

Seconder: Lam Chun Wai (CS1, External Vice-chairperson and Acting External General Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)

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



Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) asked the Acting Meeting Chairperson (Szeto Wing Yan (CS1, Welfare Secretary and Acting Sports Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)) if he could be granted a speaking for explaining the change of item 1.2.10 of the Constitution.

Acting Meeting Chairperson (Szeto Wing Yan (CS1, Welfare Secretary and Acting Sports Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)) approved.

Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) said in 1.2.10 of the Constitution, it changed from “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.” to “1.2.10 To introduce the curricula of Computer Science and Information Systems/Computer Science of the University of Hong Kong to the general public.”, the reason of this change was that some of the curriculum were cancelled.

Lam Chun Wai (CS1, External Vice-chairperson and Acting External General Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) asked the Acting Meeting Chairperson (Szeto Wing Yan (CS1, Welfare Secretary and Acting Sports Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)) if the speaking right could be granted to Cheng Hok Leung (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.).

Acting Meeting Chairperson (Szeto Wing Yan (CS1, Welfare Secretary and Acting Sports Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)) approved.

At 12:45, 28<sup>th</sup> July 2012 (Saturday), Acting Meeting Chairperson (Szeto Wing Yan (CS1, Welfare Secretary and Acting Sports Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)) announced that she had received Motion 07.

Motion that: “To adopt the change of 1.2.10 of the constitution of CSA, ENS, H.K.U.S.U.

Original: 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.

Amended: 1.2.10 To introduce the curricula of Computer Science and  
Information Systems/Computer Science of the University of  
Hong Kong to the general public.”

Proposer: Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity  
Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)

Seconder: Lam Chun Wai (CS1, External Vice-chairperson and Acting External General  
Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)

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

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Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS,  
H.K.U.S.U., Session 2012–2013) asked the Acting Meeting Chairperson (Szeto Wing Yan (CS1,  
Welfare Secretary and Acting Sports Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013))  
if he could be granted a speaking for explaining the change of item 1.4.1 of the Constitution.

Acting Meeting Chairperson (Szeto Wing Yan (CS1, Welfare Secretary and Acting Sports  
Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)) approved.

Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS,  
H.K.U.S.U., Session 2012–2013) said in 1.4.1 of the Constitution, it changed from “1.4.1 The  
Association shall be affiliated to Engineering Society, H.K.U.S.U.” to “1.4.1 The Association  
shall be affiliated to Engineering Society, HKUSU.”, the reason of this change was that the  
Association’s name was change.

At 12:47, 28<sup>th</sup> July 2012 (Saturday), Acting Meeting Chairperson (Szeto Wing Yan (CS1,  
Welfare Secretary and Acting Sports Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013))  
announced that she had received Motion 08.

Motion that: “To adopt the change of 1.4.1 of the constitution of CSA, ENS, H.K.U.S.U.

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

Amended: 1.4.1 The Association shall be affiliated to Engineering Society,  
HKUSU.”

Proposer: Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity





Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)

Seconded: Lam Chun Wai (CS1, External Vice-chairperson and Acting External General Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)

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

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Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) asked the Acting Meeting Chairperson (Szeto Wing Yan (CS1, Welfare Secretary and Acting Sports Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)) if he could be granted a speaking for explaining the change of item 2.1.1.1 of the Constitution.

Acting Meeting Chairperson (Szeto Wing Yan (CS1, Welfare Secretary and Acting Sports Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)) approved.

Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) said in 2.1.1.1 of the Constitution, it changed from “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.” to “2.1.1.1 All undergraduates of the curriculum of Bachelor of Engineering (Computer Science) shall be Full Members of the Association and shall pay the prescribed fee stated in Section 6.2.”, the reason of this change was that some of the curricula were cancelled.

Cheng Hok Leung (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked would the Ex-Co amended the Constitution again if those curricula were added back.

Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) answered yes.

Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked which version had been submitted to Constitution Review Committee of Engineering Council, H.K.U.S.U.,



and the Constitution Review Committee of the Hong Kong University Students' Union Council, no amendment sheet or with amendment sheet.

Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) answered the version with word “section”.

Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) commented that the Ex-Co should be more careful.

Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked why curriculum of Bachelor of Business Administration (Information Systems)/Bachelor of Engineering (Computer Science) was cancelled.

Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) answered that Bachelor of Business Administration (Information Systems)/Bachelor of Engineering (Computer Science) was a double degree, they would not come to the Faculty at registration day, therefore they would not be a member of Engineering Society, HKUSU, it was doubted that they could be the Association's Full Member and they were not a member of Engineering Society. Besides, according to Student Information Systems of the University, it was shown that they were a Bachelor of Business Administration student but not a Bachelor of Engineering student, when they decided to finish the degree of Bachelor of Engineering (Computer Science), the systems would show that they were a Bachelor of Engineering student. In addition, they had their own association.

Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked if a Full Member of the Association must be a member of Engineering Society, HKUSU.

Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) answered both the Constitution and amended constitution didn't state it, it was suggested by the Constitution Review Committee of the Hong Kong University Students' Union Council.

Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked why the Ex-Co didn't consider that they were studying Computer Science instead of considering they were members of Engineering Society, HKUSU, and the Student Information Systems of the



University really didn't show the Bachelor of Engineering (Computer Science).

Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) answered the main concern to become a Full Member of the Association was to fulfill the requirement in the Constitution. The Ex-Co thought that it should depend on the Constitution. Besides, according to Dr. A.T.C. Tam, students of Bachelor of Business Administration (Information Systems)/Bachelor of Engineering (Computer Science) should show Bachelor of Business Administration (Information Systems) in the systems, it would only show Bachelor of Engineering (Computer Science) when they decided to continue the Bachelor of Engineering (Computer Science) degree in the fourth year.

Cheng Hok Leung (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked if there was any student who was studying Bachelor of Business Administration (Information Systems) and not in the fourth year.

Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) answered that he didn't know as the one who knew the answer was not here.

Lam Chun Wai (CS1, External Vice-chairperson and Acting External General Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) asked the Acting Meeting Chairperson (Szeto Wing Yan (CS1, Welfare Secretary and Acting Sports Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)) if the speaking right could be granted to Yuen Chi Leung (CS graduate) and Wong Wai Ling (CS graduate).

Acting Meeting Chairperson (Szeto Wing Yan (CS1, Welfare Secretary and Acting Sports Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)) approved.

Cheng Hok Leung (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked the Acting Meeting Chairperson (Szeto Wing Yan (CS1, Welfare Secretary and Acting Sports Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)) if a speaking could be granted to Wu Ying Kit (CS1, Financial Secretary and Acting Information Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) to answer his previous question.

Acting Meeting Chairperson (Szeto Wing Yan (CS1, Welfare Secretary and Acting Sports Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)) approved.



Wu Ying Kit (CS1, Financial Secretary and Acting Information Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) answered no.

Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked if a more concise sentence could be used to explain the doubt of Constitution Review Committee of the Hong Kong University Students' Union Council.

Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) answered that Constitution Review Committee of the Hong Kong University Students' Union Council said the students who studied the curriculum must be a Full Member of its society, as students of Bachelor of Business Administration (Information Systems)/Bachelor of Engineering (Computer Science) didn't register Bachelor of Engineering (Computer Science) at the Faculty, so they were not the Full Member of the Association.

Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked for the source of this definition.

Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) answered it was from the Chairman of the Council of the Hong Kong University Students' Union Council.

Yuen Chi Leung (CS graduate) was called for order by Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.).

Acting Meeting Chairperson (Szeto Wing Yan (CS1, Welfare Secretary and Acting Sports Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)) asked Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) for the reason of order.

Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) answered that all attendants should address themselves properly.

Acting Meeting Chairperson (Szeto Wing Yan (CS1, Welfare Secretary and Acting Sports Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)) accepted the call for order by Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.).



Yuen Chi Leung (CS graduate) asked if there was any document of Engineering Society, HKUSU or the Hong Kong University Students' Union to prove this definition.

Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) answered that in The Constitution of The Hong Kong University Students' Union, Section III MEMBERSHIP, Article I – MEMBERSHIP, a) FULL MEMBER, i), "All full-time undergraduates taking approved courses at the University shall be Full Members of the Union and shall pay the prescribed fee.", but it didn't state that the sub-organization have to follow this policy. In Section XIV SUB-ORGANIZATION OF THE HONG KONG UNIVERSITY STUDENTS' UNION, there was no clear guidance to follow this policy.

Cheng Hok Leung (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked if there were conflicts between the Constitution and The Constitution of The Hong Kong University Students' Union, which one came first.

Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) answered the Constitution would come first, when there was need to amend the Constitution, the Hong Kong University Students' Union would provide suggestion in order to prevent conflicts.

Cheng Hok Leung (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) commented that there was no problem in adding related curricula to Full Membership.

Yuen Chi Leung (CS graduate) commented that it was not a need to amend the Constitution when the Chairman of the Council of the Hong Kong University Students' Union Council had a unsure doubt. There were students from Bachelor of Business Administration (Information Systems)/Bachelor of Engineering (Computer Science) to become the Full Member of the Association before, it should not stifle this possibility.

Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked if the students of Bachelor of Business Administration (Information Systems)/Bachelor of Engineering (Computer Science) could not be the Full Member of the Association, why there was still a need to introduce, raise the social respect and promote the interflowing of the curriculum of Information Systems/Computer Science.



Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) answered this curriculum was jointly offered by the School of Business, the University of Hong Kong and the Department.

Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked if the Association didn't cater for the students of Bachelor of Business Administration (Information Systems)/Bachelor of Engineering (Computer Science), why the Association had to promote the curriculum of Information Systems/Computer Science.

Lam Chun Wai (CS1, External Vice-chairperson and Acting External General Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) answered that it was in case some external organizations or general public had a question about this curriculum.

Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked as there was Information Systems Association, BEA, HKUSU, why didn't refer the question to them.

Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) answered as this curriculum was co-organized by the School of Business, the University of Hong Kong and the Department, the Ex-Co had the responsibility to promote this curriculum. The Ex-Co would refer to them in case more detailed information was needed.

Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked the students of Bachelor of Business Administration (Information Systems)/Bachelor of Engineering (Computer Science) had to study the subjects which offered by the Department in first three years, why the Ex-Co had the decision that they could not be the Full Member of the Association.

Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) answered as students of Bachelor of Business Administration (Information Systems)/Bachelor of Engineering (Computer Science) could decide that they didn't finish the second degree at the fourth year, which finished the degree Bachelor of Business Administration (Information Systems) only. This situation was similar to the following, if someone took a free elective course offered by Faculty of Science, the University of Hong Kong, the association that related to this Faculty didn't need to cater for him.



Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked for the definition and standards of becoming a Full Member of the Association when amending the Constitution.

Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) answered that students who were studying Bachelor of Engineering (Computer Science) or year 1 of Bachelor of Engineering could be the Full Member of the Association.

Yuen Chi Leung (CS graduate) asked as Information Systems/Computer Science was also one of the curriculum of the Department, why excluded them.

Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) answered that it should consider which curriculum they were studying, for them, they were studying Bachelor of Business Administration (Information Systems) at the first three years. After they finished the degree, they could choose to continue study Bachelor of Engineering (Computer Science), it could be treated as they took Computer Science course as free elective course at the first three years.

Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) commented that Full Member of the Association should include all curricula offered by the Department, no matter the students of Bachelor of Business Administration (Information Systems)/Bachelor of Engineering (Computer Science) didn't finish the double degree or not, they were studying the curriculum offered by the Department. There were no related documents to show that only members of Engineering Society, HKUSU could be the Full Member of the Association, this stifled the possibility of students of Bachelor of Business Administration (Information Systems)/Bachelor of Engineering (Computer Science) to become Full Member of the Association, the Ex-Co should think clearly before amending the Constitution, and had to explain to them why they could not be the Full Member of the Association.

Cheng Hok Leung (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked for the meaning of "curriculum".

Lam Chun Wai (CS1, External Vice-chairperson and Acting External General Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) answered that the curriculum which the students were studying, it was shown in the Student Information Systems of the University.



Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked if the undergraduates of the curriculum of Bachelor of Engineering (Computer Science) didn't pay the prescribed fee, was he a Full Member of the Association.

Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) answered that they were a Full Member but they infringed the Constitution.

Yuen Chi Leung (CS graduate) asked if they didn't pay the fee, what could the Ex-Co do.

Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) answered the Ex-Co could suspend the membership of them, or convened a General Meeting to deal with, or had some policy like limiting the welfare.

Cheng Hok Leung (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked if the Ex-Co suspended their membership, did this infringe the Constitution item 2.1.1.1 that they should be a Full Member.

Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) answered if an Extraordinary General Meeting was convened, this would not have any infringement of the Constitution.

Wong Wai Ling (CS graduate) asked for the Constitution that not amended yet, a graduate of Computer Science could be an Associate Member of the Association, but he didn't pay the fee, was he a Associate Member of the Association.

Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) answered for the Constitution that not amended yet, yes.

Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked for the meaning of "and" in the Constitution item 2.1.1.1.

Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) answered "and" was used to connect two sentence, which the latter sentence's subject was all undergraduates of the curriculum of Bachelor of





Engineering (Computer Science).

Yuen Chi Leung (CS graduate) asked if the Constitution item 2.1.1.1 meant “All undergraduates of the curriculum of Bachelor of Engineering (Computer Science) shall be Full Members of the Association” and “All undergraduates of the curriculum of Bachelor of Engineering (Computer Science) shall pay the prescribed fee stated in Section 6.2”.

Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) answered yes.

Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked if an “and” sentence was used, should both true result in true.

Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) asked the Acting Meeting Chairperson (Szeto Wing Yan (CS1, Welfare Secretary and Acting Sports Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)) if Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) could clarify the question.

Acting Meeting Chairperson (Szeto Wing Yan (CS1, Welfare Secretary and Acting Sports Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)) approved.

Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked “All undergraduates of the curriculum of Bachelor of Engineering (Computer Science) shall be Full Members of the Association” was true, “All undergraduates of the curriculum of Bachelor of Engineering (Computer Science) shall pay the prescribed fee stated in Section 6.2” was true, it would result in true. If “All undergraduates of the curriculum of Bachelor of Engineering (Computer Science) shall pay the prescribed fee stated in Section 6.2” was false, should the result be false, which was he was not a Full Member of the Association.

Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) answered as they were studying Bachelor of Engineering (Computer Science) but if they didn’t pay the prescribed fee, the former sentence was true, they were Full Member of the Association, but the latter sentence was false, therefore they were a Full Member who infringed the Constitution.



Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked if the Full Members infringed the Constitution, did they have the privileges to enjoy the welfare or attend functions or activities arranged by the Association.

Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) answered yes.

Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked if the amended constitution was adopted, no members pay the prescribed fee, how to maintain the operation of the Association.

Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) answered that he thought both the Ex-Co and the Members had to contribute to the Association. The Ex-Co would try to convene General Meeting to solve the problem, in case unsuccessful, the Ex-Co would submit the issue to Engineering Council, H.K.U.S.U. or Council Business Committee of Engineering Council, H.K.U.S.U. According to the Chairman of the Council of the Hong Kong University Students' Union Council, any resolution in Engineering Council, H.K.U.S.U. could constraint the academic societies that affiliated to the Engineering Society, HKUSU.

Yuen Chi Leung (CS graduate) asked could all graduates of Computer Science over the year enjoy the privileges stated in the Constitution Section 2.2.

Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) answered the graduates had to pay the registration fee to become Associate Member of the Association, after that he could enjoy the privileges stated in the Constitution Section 2.2.1.

Yuen Chi Leung (CS graduate) asked for the meaning "joining the Association" in the Constitution item 6.2.1, and the difference between item 6.2.1 and item 6.2.2, if any.

Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) answered Full Member of the Association had to pay the registration fee to join the Association.

Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked as every



session had different interpretation of the Constitution, if there were different in interpretation, would it count in infringement of constitution.

Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) answered as different session had different interpretation, it should depends on that session.

Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) commented there were two big problems, the first one was the cancellation of students of Bachelor of Business Administration (Information Systems)/Bachelor of Engineering (Computer Science) to become Full Member of the Association, but the objectives of the Association had to cater for them, this was contradict. The second one, the interpretation of the Constitution item 2.1.1.1, it was important that the Ex-Co should understand the Constitution, if every members didn't pay the fee, the Association had no income and could not function normally.

Yuen Chi Leung (CS graduate) commented personal opinion should not be used to explain, as the understanding should be all Ex-Co.

Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked why there were two standards of Full Member, as one of them would become Full Member after paying the fee.

Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) answered it was suggested by the Chairman of the Constitution Review Committee of the Hong Kong University Students' Union Council, he doubted that if a student of Computer Science didn't pay the fee and he was not a Full Member of the Association. For the Constitution item 2.1.1.2, it was for the year 1 students of Bachelor of Engineering who were interested in Computer Science, it gave opportunity for them to attend the functions and activities.

Yuen Chi Leung (CS graduate) commented that if there were no documents as a proof, anyone's speaking could treated as suggestion only, it was not a must to follow his suggestion, the decision should make by all Ex-Co.

Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) commented that the Association should put the Members at first, if the Members didn't pay the fee, it was



the most serious problem to the Association. The Ex-Co should think about the Association at the first place, this decision had affected the reputation of the Association.

Lam Chun Wai (CS1, External Vice-chairperson and Acting External General Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) asked the Acting Meeting Chairperson (Szeto Wing Yan (CS1, Welfare Secretary and Acting Sports Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)) if the speaking right could be granted to Lau Kam Lun (CS graduate).

Acting Meeting Chairperson (Szeto Wing Yan (CS1, Welfare Secretary and Acting Sports Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)) approved.

Yuen Chi Leung (CS graduate) asked how could the Ex-Co motivate the Members to pay the fee.

Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) answered that the Ex-Co could pursued them to pay, could discuss this issue in Engineering Council, H.K.U.S.U., or could convene a General Meeting to suspend their membership, it should depend on the Ex-Co.

Cheng Hok Leung (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked as they could vote in the General Meeting, they could against the motion that to suspend their membership, what could the Ex-Co do.

Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) answered there were alternatives to suspend their membership, for example discussed in Engineering Council, H.K.U.S.U.

Cheng Hok Leung (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked if the Engineering Council, H.K.U.S.U. didn't accept the case, what could the Ex-Co do.

Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) answered there were no method if a member didn't pay the fee, it was the responsibility that the members pay the fee.

Lau Kam Lun (CS graduate) commented that the situation just liked the government collecting the tax, the government could not give up if they could not collect the tax, it would



result in that could not maintain all facilities and serve the citizen, the government should find some method to collect it.

Yuen Chi Leung (CS graduate) commented that the Association had to serve for the Members and collect fee from the Members, if the members didn't pay the fee, there was no reason to serve for them. In case someone knew that there was no need to pay the fee and he could still enjoy the privileges, this message would spread out and no one was willing to pay the fee.

At 13:59, 28<sup>th</sup> July 2012 (Saturday), Acting Meeting Chairperson (Szeto Wing Yan (CS1, Welfare Secretary and Acting Sports Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)) announced that she had received Motion 09.

Motion that: "To suspend the meeting for 10 minutes"

Proposer: Wu Ying Kit (CS1, Financial Secretary and Acting Information Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)

Seconder: Lam Chun Wai (CS1, External Vice-chairperson and Acting External General Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)

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

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At 14:00, 28<sup>th</sup> July 2012 (Saturday), Acting Meeting Chairperson (Szeto Wing Yan (CS1, Welfare Secretary and Acting Sports Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)) announced that the Meeting would be suspended until 14:10, 28<sup>th</sup> July 2012 (Saturday).

At 14:12, 28<sup>th</sup> July 2012 (Saturday), Acting Meeting Chairperson (Szeto Wing Yan (CS1, Welfare Secretary and Acting Sports Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)) announced that the Meeting was resumed.

Lau Kam Lun (CS graduate) asked for the interpretation of the amended constitution item 2.1.1.1.

Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) answered all undergraduates of the curriculum of Bachelor of Engineering (Computer Science) shall be Full Members of the Association and shall pay the prescribed fee stated in Section 6.2.



Lau Kam Lun (CS graduate) asked if they didn't pay the prescribed fee, were they a Full Member of the Association.

Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) answered yes, but the Ex-Co could suspend their membership.

Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked how the Members knew if they had paid the fee.

Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) answered the Ex-Co would approach the Members who had not paid the fee to pay the fee.

Cheng Hok Leung (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked if all members would get a membership card.

Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) answered not all members would come and got a membership card, this was one of the methods to collect the fee.

Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked how to collect the fee of students of both 3-year curriculum and 4-year curriculum.

Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) answered it would collect by Engineering Society, HKUSU, after they had declared their major, Engineering Society, HKUSU would give back the money to the Association according to the numbers of students majoring in Computer Science.

Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) commented that it should have a good communication with Engineering Society, HKUSU, which all payments should clearly indicate the usage.

Lau Kam Lun (CS graduate) commented that if the Engineering Society, HKUSU didn't give the money as they had different interpretation, it was difficult to collect the fee, it should



communicate with Engineering Society, HKUSU clearly, it had to make sure their next session knew that to give the fee of students of 4-year curriculum to the Association.

Lau Kam Lun (CS graduate) asked was it compulsory to pay the membership fee to Engineering Society, HKUSU at registration day.

Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) answered they didn't know, but they would discuss with them as soon as possible.

Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked for the members that infringed the Constitution, could they attend the function and buy the welfare with member price.

Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) answered if their membership was not suspended, yes.

Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked for the members that infringed the Constitution, could they be the office bearers.

Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) answered if their membership was not suspended, yes.

Yuen Chi Leung (CS graduate) asked for the members that had not paid the membership fee, when they attended the function, would the Ex-Co approach them and collect the fee.

Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) answered they would try their best to collect the fee.

Yuen Chi Leung (CS graduate) asked for the members that had not paid the membership fee, if they asked that they didn't need to pay the fee and they were still be members, what would the Ex-Co answer and how to collect the fee.

Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) answered they could still be members, but the Ex-Co could have action to suspend their membership.



Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked if a year 2 students of Computer Science discovered that he didn't pay the membership fee, how much he should pay back to the Association.

Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) answered fee of 3 year would be collected.

Wong Wai Ling (CS graduate) commented the Ex-Co could say that the members who had not paid the membership fee could not enjoy the privileges, as the interpretation of the Constitution shall rest solely with the current session Committee of the Association. If the members didn't need to pay the fee but they could still enjoy the welfare, no one would pay the fee. The Ex-Co should think more carefully.

Lau Kam Lun (CS graduate) commented that in case the Engineering Society, HKUSU could not collect the membership fee, it would seriously affect the Association.

Yuen Chi Leung (CS graduate) asked what the actual action applying to members who had not paid the membership fee would the Ex-Co do, for example, convened an Extraordinary General Meeting which suspended the list of members of current session who had not paid the fee or suspended the membership for all members who had not paid the membership fee.

Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) answered both action were possible to suspend the membership, for the latter one that set up a regulation, it would need a General Meeting to amend it.

Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) commented that many members didn't know that they had to pay the membership fee, as some people were not register in registration day, they might feel bad if the Association suddenly suspend their membership, it would affect the image of the Association.

Yuen Chi Leung (CS graduate) commented it was very often that a member didn't pay the membership fee, and they could find a good reason to pay the fee. If they saw they were suspended from the Association, it would have negative effect on them. The concept was





reasonable, but the action might not be appropriate, it should think more before act.

Lau Kam Lun (CS graduate) commented that there was possibility that if someone knew this tricky point, he might spread out the message to let more people knew, the Association might get into trouble.

Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) commented that amending the Constitution was for long-term, but not the current session, the usage of “and” and “after” would totally have confusion on it, the Ex-Co should amend the Constitution carefully.

Wong Wai Ling (CS graduate) commented she hoped that the Ex-Co could have different interpretation.

Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked the Acting Meeting Chairperson (Szeto Wing Yan (CS1, Welfare Secretary and Acting Sports Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)) if the change of item 2.1.1.1 and item 2.1.1.2 of the Constitution could be postpone to after other items were amended.

Acting Meeting Chairperson (Szeto Wing Yan (CS1, Welfare Secretary and Acting Sports Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)) approved.

Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) asked the Acting Meeting Chairperson (Szeto Wing Yan (CS1, Welfare Secretary and Acting Sports Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)) if he could be granted a speaking for explaining the change of item 2.1.2.1 of the Constitution.

Acting Meeting Chairperson (Szeto Wing Yan (CS1, Welfare Secretary and Acting Sports Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)) approved.

Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) said in 2.1.2.1 of the Constitution, it changed from “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.” to “2.1.2.1 Any graduate 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 any postgraduate of Computer Science may be an Associate Member of the Association. He/she shall be an Associate Member after paying the registration fee stated in Section 6.2.”, the reason of this change was to clarify the time of validity of this membership.

Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked why it changed from “All graduates” to “Any graduate”.

Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) answered as any graduate had the potential to be a Associate Member of the Association, he had to pay the registration fee to become Associate Member.

Cheng Hok Leung (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked why “He/She” was used.

Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) answered that according to “The Cambridge Guide To English Usage” published in 2004, page 243, it had stated the usage of “he” and “she”, “In earlier centuries, before the general concern about sexism in language, it was assumed and accepted that he/his/him could be both masculine and common in gender. Common gender uses of the pronoun are still to be found in aphorisms...”, and in later paragraph, “However for many people, this use of he/his suggests that women are ineligible for the job. Thus in ordinary usage he/his/him seems to be losing its capacity to be generic.”, therefore at the present generation, the use of he had lost the gender neutrality, and he/she had been suggested in the following paragraph, “he/she: Both sexes are recognized as in point 1. The stroke puts the alternatives more neatly, in keeping with its regular role.”, which had kept both the gender neutrality and the paragraph neatly, so he/she was used.

Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked why in item 2.1.2.1 of the Constitution, small letter of s in “He/she” was used.



Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) answered that it was a typo.

Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) commented that he hoped that the acting Honorary Secretary could record the minutes clearly. As this was the Constitution, not an article, there was no need to persist in the words, and “he/she” was not used in Hong Kong Basic Law, it was good to esteem women.

Cheng Hok Leung (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) commented that it was better to avoid using pronoun.

Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked as there was a typo, which version had been submitted.

Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) answered that the one with typo.

Yuen Chi Leung (CS graduate) asked which one would be adopted, the one with capital letter “s” or small letter “s”.

Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) answered it should depend on the content of the motion, as the Constitution Review Committee of Engineering Council, H.K.U.S.U. and the Constitution Review Committee of the Hong Kong University Students’ Union Council would only give suggestion on the concept, it was possible to have some minor change that didn’t involve the change of concept, the motion could use capital letter “s”.

Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) commented that thanks Cheung Chan Teng (CS1, Internal Vice-chairperson and Acting Internal General Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) to be the acting Honorary Secretary.

Cheng Hok Leung (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked did the Ex-Co ask the Department about the curriculum offered by the Department.

Lam Chun Wai (CS1, External Vice-chairperson and Acting External General Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) answered that no.



Cheng Hok Leung (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) commented that there might be possibility that some students graduated in the curriculum offered by the Department but they could not be the Associate Member, this could be a problem. The Ex-Co should ask the Department before amending it.

At 14:52, 28<sup>th</sup> July 2012 (Saturday), Acting Meeting Chairperson (Szeto Wing Yan (CS1, Welfare Secretary and Acting Sports Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)) announced that she had received Motion 10.

Motion that: “To adopt the change of 2.1.2.1 of the constitution of CSA, ENS, H.K.U.S.U.

Original: 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.

Amended: 2.1.2.1 Any graduate 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 any postgraduate of Computer Science may be an Associate Member of the Association. He/She shall be an Associate Member after paying the registration fee stated in Section 6.2.”

Proposer: Wu Ying Kit (CS1, Financial Secretary and Acting Information Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)

Seconder: Lam Chun Wai (CS1, External Vice-chairperson and Acting External General Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)

Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked if the contents of the motion could write on the white board.

Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) asked the Acting Meeting Chairperson (Szeto Wing Yan (CS1, Welfare Secretary and Acting Sports Secretary of CSA, ENS, H.K.U.S.U., Session



2012–2013)) if he could be granted some time to write it on the white board.

Acting Meeting Chairperson (Szeto Wing Yan (CS1, Welfare Secretary and Acting Sports Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)) approved.

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

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Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) asked the Acting Meeting Chairperson (Szeto Wing Yan (CS1, Welfare Secretary and Acting Sports Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)) if he could be granted a speaking for explaining the change of item 2.1.5.1 of the Constitution.

Acting Meeting Chairperson (Szeto Wing Yan (CS1, Welfare Secretary and Acting Sports Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)) approved.

Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) said in 2.1.5.1 of the Constitution, it changed from “2.1.5.1 The head of the Department shall be the Honorary President.” to “2.1.5.1 The Head of the Department shall be the Honorary President.”, the reason of this change was in the website of the Department, a capital letter “H” of “Head” is used.

Cheng Hok Leung (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked what was the title of the people stated here.

Lam Chun Wai (CS1, External Vice-chairperson and Acting External General Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) answered “the Head of Department”, the Ex-Co didn’t notice the whole title but only the capital letter “H”, therefore it didn’t delete “the”.

Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked for the source.

Lam Chun Wai (CS1, External Vice-chairperson and Acting External General Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) answered the Academic Staff of the website of the Department.



Cheng Hok Leung (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked if the following interpretation was the same as the interpretation of the Ex-Co, “The Head of Department of the Department shall be the Honorary President”.

Yuen Chi Leung (CS graduate) asked the Acting Meeting Chairperson (Szeto Wing Yan (CS1, Welfare Secretary and Acting Sports Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)) if he could be granted a speaking to supplement the question asked by Cheng Hok Leung (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.).

Acting Meeting Chairperson (Szeto Wing Yan (CS1, Welfare Secretary and Acting Sports Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)) approved.

Yuen Chi Leung (CS graduate) asked as the Department was refer to the Department of Computer Science, which one was the actual meaning, the Head of the Department of Computer Science, or the Head of Department of the Department of Computer Science.

Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) answered the Head of Department of the Department of Computer Science, who was Professor W. Wang.

Yuen Chi Leung (CS graduate) asked if any amendment would be make at this point, as “The Head of the Department” was referring a specified title “Head” in the Department.

Lam Chun Wai (CS1, External Vice-chairperson and Acting External General Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) answered they might change to “The Head of Department of the Department” as it would be better and more clear.

Cheng Hok Leung (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked as the Ex-Co answered they might amended it, would the Ex-Co changed it.

Lam Chun Wai (CS1, External Vice-chairperson and Acting External General Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) asked the Acting Meeting Chairperson (Szeto Wing Yan (CS1, Welfare Secretary and Acting Sports Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)) if he could be granted 30 seconds to think about the question.



Acting Meeting Chairperson (Szeto Wing Yan (CS1, Welfare Secretary and Acting Sports Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)) approved.

At 15:08, 28<sup>th</sup> July 2012 (Saturday), Acting Meeting Chairperson (Szeto Wing Yan (CS1, Welfare Secretary and Acting Sports Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)) announced that she had received Motion 11.

Motion that: “To suspend the meeting for 5 minutes”

Proposer: Wu Ying Kit (CS1, Financial Secretary and Acting Information Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)

Seconder: Lam Chun Wai (CS1, External Vice-chairperson and Acting External General Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)

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

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At 15:08, 28<sup>th</sup> July 2012 (Saturday), Acting Meeting Chairperson (Szeto Wing Yan (CS1, Welfare Secretary and Acting Sports Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)) announced that the Meeting would be suspended until 15:13, 28<sup>th</sup> July 2012 (Saturday).

At 15:13, 28<sup>th</sup> July 2012 (Saturday), Acting Meeting Chairperson (Szeto Wing Yan (CS1, Welfare Secretary and Acting Sports Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)) announced that the Meeting was resumed.

At 15:13, 28<sup>th</sup> July 2012 (Saturday), Acting Meeting Chairperson (Szeto Wing Yan (CS1, Welfare Secretary and Acting Sports Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)) announced that she had received Motion 12.

Motion that: “To adopt the change of 2.1.5.1 of the constitution of CSA, ENS, H.K.U.S.U.

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

Amended: 2.1.5.1 The Head of Department of the Department shall be the Honorary President.”

Proposer: Wu Ying Kit (CS1, Financial Secretary and Acting Information Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)

Seconder: Lam Chun Wai (CS1, External Vice-chairperson and Acting External General Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)



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

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Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) asked the Acting Meeting Chairperson (Szeto Wing Yan (CS1, Welfare Secretary and Acting Sports Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)) if he could be granted a speaking for explaining the change of item 3.2 of the Constitution.

Acting Meeting Chairperson (Szeto Wing Yan (CS1, Welfare Secretary and Acting Sports Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)) approved.

Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) said in 3.2 of the Constitution, it changed from “...a Publication & Publicity Secretary...” to “...a Publication and Publicity Secretary...”.

Cheng Hok Leung (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked why “and” was used instead of “&” was used.

Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) answered that it was an arbitrary choice, as both were appropriate, because of most publications had used “and”, “and” was used here.

Yuen Chi Leung (CS graduate) commented the reason was not appropriate, but it was acceptable to make the amendment.

At 15:17, 28<sup>th</sup> July 2012 (Saturday), Acting Meeting Chairperson (Szeto Wing Yan (CS1, Welfare Secretary and Acting Sports Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)) announced that she had received Motion 13.

Motion that: “To adopt the change of 3.2 of the constitution of CSA, ENS, H.K.U.S.U.

Original: **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

Amended: **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 and Publicity Secretary  
a Social Secretary  
a Welfare Secretary  
an Information Secretary  
a Marketing Secretary  
a Sports Secretary”

Proposer: Wu Ying Kit (CS1, Financial Secretary and Acting Information Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)

Seconder: Lam Chun Wai (CS1, External Vice-chairperson and Acting External General Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)

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

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Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) asked the Acting Meeting Chairperson (Szeto Wing Yan (CS1, Welfare Secretary and Acting Sports Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)) if he could be granted a speaking for explaining the change of item 3.5.2.2 of the Constitution.

Acting Meeting Chairperson (Szeto Wing Yan (CS1, Welfare Secretary and Acting Sports Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)) approved.



Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) said in 3.5.2.2 of the Constitution, it changed from “3.5.2.2 preside at all meetings of the Association at which he is present.” to “3.5.2.2 preside at all meetings of the Association at which he/she is present.”.

At 15:20, 28<sup>th</sup> July 2012 (Saturday), Acting Meeting Chairperson (Szeto Wing Yan (CS1, Welfare Secretary and Acting Sports Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)) announced that she had received Motion 14.

Motion that: “To adopt the change of 3.5.2.2 of the constitution of CSA, ENS, H.K.U.S.U.

Original: 3.5.2.2 preside at all meetings of the Association at which he is present.

Amended: 3.5.2.2 preside at all meetings of the Association at which he/she is present.”

Proposer: Wu Ying Kit (CS1, Financial Secretary and Acting Information Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)

Seconder: Lam Chun Wai (CS1, External Vice-chairperson and Acting External General Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)

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

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Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) asked the Acting Meeting Chairperson (Szeto Wing Yan (CS1, Welfare Secretary and Acting Sports Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)) if he could be granted a speaking for explaining the change of item 3.5.11.2 of the Constitution.

Acting Meeting Chairperson (Szeto Wing Yan (CS1, Welfare Secretary and Acting Sports Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)) approved.

Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) said in 3.5.11.2 of the Constitution, it changed from “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.” to “3.5.11.2 keep a good linkage with other academic bodies in order



to promote the interflowing of the curricula of Computer Science and Information Systems/Computer Science.”.

At 15:22, 28<sup>th</sup> July 2012 (Saturday), Acting Meeting Chairperson (Szeto Wing Yan (CS1, Welfare Secretary and Acting Sports Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)) announced that she had received Motion 15.

Motion that: “To adopt the change of 3.5.11.2 of the constitution of CSA, ENS, H.K.U.S.U.

Original: 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.

Amended: 3.5.11.2 keep a good linkage with other academic bodies in order to promote the interflowing of the curricula of Computer Science and Information Systems/Computer Science.”

Proposer: Wu Ying Kit (CS1, Financial Secretary and Acting Information Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)

Seconder: Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)

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

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Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) asked the Acting Meeting Chairperson (Szeto Wing Yan (CS1, Welfare Secretary and Acting Sports Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)) if he could be granted a speaking for explaining the change of item 3.5.12.3 of the Constitution.

Acting Meeting Chairperson (Szeto Wing Yan (CS1, Welfare Secretary and Acting Sports Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)) approved.

Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS,



H.K.U.S.U., Session 2012–2013) said in 3.5.12.3 of the Constitution, it changed from “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.” to “3.5.12.3 keep a good linkage with business bodies related to Computer Science in order to introduce the curricula of Computer Science and Information Systems/Computer Science of the University of Hong Kong.”.

At 15:24, 28<sup>th</sup> July 2012 (Saturday), Acting Meeting Chairperson (Szeto Wing Yan (CS1, Welfare Secretary and Acting Sports Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)) announced that she had received Motion 16.

Motion that: “To adopt the change of 3.5.12.3 of the constitution of CSA, ENS, H.K.U.S.U.

Original: 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.

Amended: 3.5.12.3 keep a good linkage with business bodies related to Computer Science in order to introduce the curricula of Computer Science and Information Systems/Computer Science of the University of Hong Kong.”

Proposer: Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)

Seconder: Wu Ying Kit (CS1, Financial Secretary and Acting Information Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)

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

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Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) asked the Acting Meeting Chairperson (Szeto Wing Yan (CS1, Welfare Secretary and Acting Sports Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)) if he could be granted a speaking for explaining the change of item 3.7.1 of the Constitution.



Acting Meeting Chairperson (Szeto Wing Yan (CS1, Welfare Secretary and Acting Sports Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)) approved.

Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) said in 3.7.1 of the Constitution, it changed from “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.” to “3.7.1 When any Committee member wishes to resign his/her post, he/she shall submit a formal resign letter which must be received and adopted by the Committee one month before his/her resignation.”.

At 15:26, 28<sup>th</sup> July 2012 (Saturday), Acting Meeting Chairperson (Szeto Wing Yan (CS1, Welfare Secretary and Acting Sports Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)) announced that she had received Motion 17.

Motion that: “To adopt the change of 3.7.1 of the constitution of CSA, ENS, H.K.U.S.U.

Original: 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.

Amended: 3.7.1 When any Committee member wishes to resign his/her post, he/she shall submit a formal resign letter which must be received and adopted by the Committee one month before his/her resignation.”

Proposer: Wu Ying Kit (CS1, Financial Secretary and Acting Information Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)

Seconder: Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)

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

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Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) asked the Acting Meeting Chairperson (Szeto Wing Yan (CS1, Welfare Secretary and Acting Sports Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)) if he could be granted a speaking for explaining the change of item 3.7.2 of the Constitution.



Acting Meeting Chairperson (Szeto Wing Yan (CS1, Welfare Secretary and Acting Sports Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)) approved.

Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) said in 3.7.2 of the Constitution, it changed from “3.7.2 Should the Chairperson resign his post, a By-election General Meeting shall be convened to elect a new Chairperson.” to “3.7.2 Should the Chairperson resign his/her post, a By-election General Meeting shall be convened to elect a new Chairperson.”

At 15:28, 28<sup>th</sup> July 2012 (Saturday), Acting Meeting Chairperson (Szeto Wing Yan (CS1, Welfare Secretary and Acting Sports Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)) announced that she had received Motion 18.

Motion that: “To adopt the change of 3.7.2 of the constitution of CSA, ENS, H.K.U.S.U.

Original: 3.7.2 Should the Chairperson resign his post, a By-election General Meeting shall be convened to elect a new Chairperson.

Amended: 3.7.2 Should the Chairperson resign his/her post, a By-election General Meeting shall be convened to elect a new Chairperson.”

Proposer: Lam Chun Wai (CS1, External Vice-chairperson and Acting External General Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)

Seconder: Wu Ying Kit (CS1, Financial Secretary and Acting Information Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)

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

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Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) asked the Acting Meeting Chairperson (Szeto Wing Yan (CS1, Welfare Secretary and Acting Sports Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)) if he could be granted a speaking for explaining the change of item 4.1.1 of the Constitution.

Acting Meeting Chairperson (Szeto Wing Yan (CS1, Welfare Secretary and Acting Sports Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)) approved.



Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) said in 4.1.1 of the Constitution, it changed from “4.1.1 The term General Meeting shall include the AGM and Extraordinary General Meeting and By-election General Meeting.” to “4.1.1 The term General Meeting shall include the AGM and EGM and By-election General Meeting.”, the reason of this change was that in item 2.2.2.2 of the Constitution, Extraordinary General Meeting had referred to as EGM.

At 15:29, 28<sup>th</sup> July 2012 (Saturday), Acting Meeting Chairperson (Szeto Wing Yan (CS1, Welfare Secretary and Acting Sports Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)) announced that she had received Motion 19.

Motion that: “To adopt the change of 4.1.1 of the constitution of CSA, ENS, H.K.U.S.U.

Original: 4.1.1 The term General Meeting shall include the AGM and Extraordinary General Meeting and By-election General Meeting.

Amended: 4.1.1 The term General Meeting shall include the AGM and EGM and By-election General Meeting.”

Proposer: Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)

Seconder: Lam Chun Wai (CS1, External Vice-chairperson and Acting External General Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)

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

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Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) asked the Acting Meeting Chairperson (Szeto Wing Yan (CS1, Welfare Secretary and Acting Sports Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)) if he could be granted a speaking for explaining the change of item 4.1.5 of the Constitution.

Acting Meeting Chairperson (Szeto Wing Yan (CS1, Welfare Secretary and Acting Sports Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)) approved.

Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) said in 4.1.5 of the Constitution, it changed from “4.1.5 At all General Meetings, Union Council Meeting procedures and by laws and constitution of the Engineering Society shall be observed.” to “4.1.5 At all General Meetings, Union Council



Meeting procedures and By-laws and constitution of the Engineering Society shall be observed.”, the reason of this change was that the exact name should be By-laws of Hong Kong University Students’ Union Council.

Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked which one was talking about, Hong Kong University Students’ Union or Engineering Society, HKUSU.

Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) answered that By-laws of Hong Kong University Students’ Union Council, as Engineering Society, HKUSU didn’t have By-laws.

Cheng Hok Leung (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked the Acting Meeting Chairperson (Szeto Wing Yan (CS1, Welfare Secretary and Acting Sports Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)) if he could be granted a comment on the change of item 4.1.5 of the Constitution.

Acting Meeting Chairperson (Szeto Wing Yan (CS1, Welfare Secretary and Acting Sports Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)) approved.

Cheng Hok Leung (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) commented that the mistake of this amendment was similar to the previous one, which was “the Head of Department of the Department”, it might confuse the Members as they didn’t know Engineering Society, HKUSU didn’t have By-laws.

Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked the Acting Meeting Chairperson (Szeto Wing Yan (CS1, Welfare Secretary and Acting Sports Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)) if he could be granted a comment on the change of item 4.1.5 of the Constitution.

Acting Meeting Chairperson (Szeto Wing Yan (CS1, Welfare Secretary and Acting Sports Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)) approved.

Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) commented that this might have a meaning that the By-laws was referring to Engineering Society, HKUSU, as its actual meaning should be By-laws of Hong Kong University Students’ Union Council, it should be specified.





Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked if only Hong Kong University Students' Union Council had By-laws, were there any documents which were also called By-laws.

Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) answered that in case related to the Association, there were By-laws of Hong Kong University Students' Union Council and By-laws of Engineering Council, Hong Kong University Students' Union.

Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked which one was By-laws in the amended item referred to, Hong Kong University Students' Union Council, Engineering Council, Hong Kong University Students' Union or both.

Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) answered that By-laws of Hong Kong University Students' Union Council.

Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) commented it had to be more careful at the name of the documents.

Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) asked the Acting Meeting Chairperson (Szeto Wing Yan (CS1, Welfare Secretary and Acting Sports Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)) if he could be granted a speaking to supplement to the change of the amended item.

Acting Meeting Chairperson (Szeto Wing Yan (CS1, Welfare Secretary and Acting Sports Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)) approved.

Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) said By-laws of Hong Kong University Students' Union Council and By-laws of Engineering Council, Hong Kong University Students' Union had the same name of "By-laws", according to meaning of some items in By-laws of Engineering Council, Hong Kong University Students' Union, it had to observed the By-laws of Engineering Council, Hong Kong University Students' Union. It would specify the name of the documents when amending the Constitution.



At 15:44, 28<sup>th</sup> July 2012 (Saturday), Acting Meeting Chairperson (Szeto Wing Yan (CS1, Welfare Secretary and Acting Sports Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)) announced that she had received Motion 20.

Motion that: “To suspend the meeting for 5 minutes”

Proposer: Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)

Seconder: Wu Ying Kit (CS1, Financial Secretary and Acting Information Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)

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

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At 15:44, 28<sup>th</sup> July 2012 (Saturday), Acting Meeting Chairperson (Szeto Wing Yan (CS1, Welfare Secretary and Acting Sports Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)) announced that the Meeting would be suspended until 15:49, 28<sup>th</sup> July 2012 (Saturday).

At 15:49, 28<sup>th</sup> July 2012 (Saturday), Acting Meeting Chairperson (Szeto Wing Yan (CS1, Welfare Secretary and Acting Sports Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)) announced that the Meeting was resumed.

At 15:50, 28<sup>th</sup> July 2012 (Saturday), Acting Meeting Chairperson (Szeto Wing Yan (CS1, Welfare Secretary and Acting Sports Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)) announced that she had received Motion 21.

Motion that: “To adopt the change of 4.1.5 of the constitution of CSA, ENS, H.K.U.S.U.

Original: 4.1.5 At all General Meetings, Union Council Meeting procedures and by laws and constitution of the Engineering Society shall be observed.

Amended: 4.1.5 At all General Meetings, Union Council Meeting procedures and By-laws of Engineering Council, Hong Kong University Students' Union and By-laws of Hong Kong University Students' Union Council and Constitution of Engineering Society, HKUSU shall be observed.”

Proposer: Wu Ying Kit (CS1, Financial Secretary and Acting Information Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)

Seconder: Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity



Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)

Yuen Chi Leung (CS graduate) asked if Union Council Meeting procedures had referred to any specified document.

Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) answered that it referred to By-laws of Hong Kong University Students' Union Council and the Standing Orders of the Hong Kong University Students' Union Council.

Yuen Chi Leung (CS graduate) asked in By-laws of Hong Kong University Students' Union Council, where could be found about the meeting procedures.

Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) answered that in Section 3, UNION COUNCIL MEETING.

Yuen Chi Leung (CS graduate) asked was Union Council Meeting procedures some rules that had to observed in General Meeting which included By-laws of Hong Kong University Students' Union Council, as in Section 11 of By-laws of Hong Kong University Students' Union Council, it had stated the regulation that we had to observe in General Meeting, and was Union Council Meeting procedures referred to By-laws of Hong Kong University Students' Union Council and the Standing Orders of the Hong Kong University Students' Union Council, as it might have the possibility that there was a document called “Meeting procedures”.

Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) answered that in Section 10 of By-laws of Hong Kong University Students' Union Council, there was no document called “Union Council Meeting procedures”, it should refer to Standing Orders of the Hong Kong University Students' Union Council.

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

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Wu Ying Kit (CS1, Financial Secretary and Acting Information Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) asked the Acting Meeting Chairperson (Szeto Wing Yan (CS1,



Welfare Secretary and Acting Sports Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)) if he could be granted a speaking for explaining the change of item 6.2.3 of the Constitution.

Acting Meeting Chairperson (Szeto Wing Yan (CS1, Welfare Secretary and Acting Sports Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)) approved.

Wu Ying Kit (CS1, Financial Secretary and Acting Information Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) said in 6.2.3 of the Constitution, it changed from “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

” to “6.2.3 The subscription fee for Full Members shall be paid in accordance with the following table:

Undergraduates of the 3-year curriculum of Bachelor of Engineering (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



Undergraduates of the 4-year curriculum of Bachelor of Engineering (Computer Science):

Status	No. of Academic Years Covered	Amount
2nd Year Students	3	HK\$150.00
3rd Year Students	2	HK\$100.00
4th Year Students	1	HK\$50.00
Students beyond 4th Year	1	HK\$50.00

Undergraduates of the 4-year curriculum of Bachelor of Engineering:

Status	No. of Academic Years Covered	Amount
1st Year Students	1	HK\$50.00

”.

Cheng Hok Leung (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked why different curriculum had to pay different fee, as 3-year curriculum pay HK\$35 for each year and 4-year curriculum pay HK\$50 for each year.

Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) answered that as 4-year curriculum would become members of the Association for 6 semesters, and 3-year curriculum would become members of the Association for 5 semesters. For the first year of 3-year curriculum students, they would pay for 1 semester, but for the every year of 4-year curriculum, they would pay for 2 semesters. Besides, this fee was discussed with other Academic Societies, due to the inflation, the fee would increase.

Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked for the fee of each semester of 3-year curriculum and 4-year curriculum.

Wu Ying Kit (CS1, Financial Secretary and Acting Information Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) answered that for 3-year curriculum, each semester of first year was HK\$20, and afterwards each semester was HK\$17.5, for 4-year curriculum, each semester of each year was HK\$25.

Cheng Hok Leung (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked as 3-year curriculum and 4-year curriculum entered at the same time, why inflation affected 4-year curriculum.



Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) answered that as this was the last session of 3-year curriculum.

Wong Wai Ling (CS graduate) asked if all Academic Societies were receiving same amount of fee.

Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) answered yes.

Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked for the amount of subscription fee of the Association received by Engineering Society, HKUSU at registration day.

Wu Ying Kit (CS1, Financial Secretary and Acting Information Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) answered that for 3-year curriculum, HK\$110 and registration fee HK\$10, total HK\$120, for 4-year curriculum, total HK\$160.

Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) asked the Acting Meeting Chairperson (Szeto Wing Yan (CS1, Welfare Secretary and Acting Sports Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)) if the speaking right could be granted to Wong Mei Wa (CS graduate).

Acting Meeting Chairperson (Szeto Wing Yan (CS1, Welfare Secretary and Acting Sports Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)) approved.

Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked for the last session of 3-year curriculum, assumed the Constitution was amended with the Ex-Co version, could they become a Full Member of the Association at the first semester of the first year.

Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) answered yes.

Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) asked the Acting Meeting Chairperson (Szeto Wing Yan (CS1, Welfare Secretary and Acting Sports Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013))



if he could be granted a speaking to modify his answer.

Acting Meeting Chairperson (Szeto Wing Yan (CS1, Welfare Secretary and Acting Sports Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)) approved.

Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) answered according to item 6.2.3. of the amended constitution, it didn't state that year 1 students of Bachelor of Engineering can be the Full Member, the Association did not have the policy.

Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked how much money did 4-year curriculum students had to pay when registered.

Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) answered HK\$160, and if they wanted to become Full Member at first year, they had to pay HK\$50 additionally.

Wu Ying Kit (CS1, Financial Secretary and Acting Information Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) asked the Acting Meeting Chairperson (Szeto Wing Yan (CS1, Welfare Secretary and Acting Sports Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)) if he could be granted a speaking to supplement to Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) answer.

Acting Meeting Chairperson (Szeto Wing Yan (CS1, Welfare Secretary and Acting Sports Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)) approved.

Wu Ying Kit (CS1, Financial Secretary and Acting Information Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) answered that it should be HK\$60 if they wanted to become Full Member at first year.

Yuen Chi Leung (CS graduate) asked if the registration fee HK\$10 would be refund to the students who had become Full Members of the Association.

Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) answered yes.



Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) commented that the Ex-Co had to be more careful as in the amended constitution item 2.1.1.2, it did not state 3-year curriculum or 4-year curriculum, it would make duplication at 3-year curriculum. Moreover, it was not appropriate if subscription fee of 4-year curriculum was higher than 3-year curriculum, as they entered the University at the same time.

Yuen Chi Leung (CS graduate) commented it was okay for the subscription fee of 4-year curriculum, as all Academic Societies had the same fee.

Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked how to return the registration fee HK\$10 to the students who had become Full Members of the Association.

Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) answered once they received the money from Engineering Society, HKUSU, it would be refunded.

Lau Kam Lun (CS graduate) asked for more detailed, like the method of refund.

Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) answered when they came and collected the membership card, or by telephone, during lecture, they could be refunded the registration fee. Cash and receipt would be given to them.

Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked if they did not get the refund, how to handle the money.

Wu Ying Kit (CS1, Financial Secretary and Acting Information Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) answered the Ex-Co would try the best to return the fee.

Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked if they did not collect it and it reached the cutoff of the financial report, how to handle it.

Cheung Chan Teng (CS1, Internal Vice-chairperson and Acting Internal General Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) asked the Acting Meeting Chairperson (Szeto Wing Yan (CS1, Welfare Secretary and Acting Sports Secretary of CSA, ENS, H.K.U.S.U., Session





2012–2013)) if 15 seconds could be granted for them to think about the answer.

Acting Meeting Chairperson (Szeto Wing Yan (CS1, Welfare Secretary and Acting Sports Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)) approved.

Wu Ying Kit (CS1, Financial Secretary and Acting Information Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) answered it would be marked at the liabilities of the financial report.

Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked if they did not collect it and they had graduated, this registration fee HK\$10 would be in the financial report forever.

Cheung Chan Teng (CS1, Internal Vice-chairperson and Acting Internal General Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) asked the Acting Meeting Chairperson (Szeto Wing Yan (CS1, Welfare Secretary and Acting Sports Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)) if 30 seconds could be granted for them to think about the answer.

Acting Meeting Chairperson (Szeto Wing Yan (CS1, Welfare Secretary and Acting Sports Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)) approved.

Wu Ying Kit (CS1, Financial Secretary and Acting Information Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) answered they would set a time limit for them to take the refund, for example until they graduated, if they did not take it and graduated, the registration fee HK\$10 would belong to the Association.

Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) commented that the next session might not put it at the liabilities, it should be handled more careful. Besides, in the Constitution, it didn't state that it had to refund to them, it should depend on the decision of Ex-Co. The Ex-Co should think about the implementation and method of refund.

Yuen Chi Leung (CS graduate) commented as different session had different way to handle, it should be discussed beforehand. It could be treated as 1-year limit, and the fee would belong to the Association.

Wong Wai Ling (CS graduate) commented the Ex-Co could think of non-refundable, as it



would make the thing easier, but it had to remind them the fee was non-refundable.

At 16:34, 28<sup>th</sup> July 2012 (Saturday), Acting Meeting Chairperson (Szeto Wing Yan (CS1, Welfare Secretary and Acting Sports Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)) announced that she had received Motion 22.

Motion that: “To adopt the change of 6.2.3 of the constitution of CSA, ENS, H.K.U.S.U.

Original: 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

Amended: 6.2.3 The subscription fee for Full Members shall be paid in accordance with the following table:

Undergraduates of the 3-year curriculum of Bachelor of Engineering (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

Undergraduates of the 4-year curriculum of Bachelor of Engineering (Computer Science):

Status	No. of Academic Years Covered	Amount
2nd Year Students	3	HK\$150.00
3rd Year Students	2	HK\$100.00
4th Year Students	1	HK\$50.00
Students beyond 4th Year	1	HK\$50.00

Undergraduates of the 4-year curriculum of Bachelor of Engineering:

Status	No. of Academic Years Covered	Amount
1st Year Students	1	HK\$50.00

”

Proposer: Wu Ying Kit (CS1, Financial Secretary and Acting Information Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)

Seconder: Lam Chun Wai (CS1, External Vice-chairperson and Acting External General Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)

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

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Lau Kam Lun (CS graduate) asked for the interpretation of the amended constitution item 2.1.1.2.

Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS,



H.K.U.S.U., Session 2012–2013) answered that this a new item to be added to the Constitution, “2.1.1.2 Any undergraduate of the curriculum of Bachelor of Engineering, who has not declared his/her major, may join the Association. He/she shall be a Full Member of the Association after paying the prescribed fee stated in Section 6.2.”, this item was to let first year students of 4-year curriculum of Bachelor of Engineering to become Full Members.

Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked could Bachelor of Engineering in Engineering Science be the Full Member.

Lam Chun Wai (CS1, External Vice-chairperson and Acting External General Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) answered that when they registered, they degree name was Bachelor of Engineering in Engineering Science, therefore they could not be the Full Member.

Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked there was a major option that was Computing & Data Analytics, which was jointly offered by the Department and the Department of Statistics and Actuarial Science of the Faculty of Science, would the Association cater for them.

Lam Chun Wai (CS1, External Vice-chairperson and Acting External General Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) answered that it was a study stream but not a curriculum, they were taking the course of the Department but not the curriculum of the Department.

Lau Kam Lun (CS graduate) asked if the students of Bachelor of Engineering in Engineering Science were members of Engineering Society, HKUSU, and were there any Academic Societies cater for them.

Lam Chun Wai (CS1, External Vice-chairperson and Acting External General Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) answered that they were not members of Engineering Society, HKUSU, and there were no Academic Society cater for them.

At 16:43, 28<sup>th</sup> July 2012 (Saturday), Acting Meeting Chairperson (Szeto Wing Yan (CS1, Welfare Secretary and Acting Sports Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)) announced that she had received Motion 23.

Motion that: “To adopt the addition of 2.1.1.2 of the constitution of CSA, ENS,



H.K.U.S.U.

2.1.1.2 Any undergraduate of the curriculum of Bachelor of Engineering, who has not declared his/her major, may join the Association. He/She shall be a Full Member of the Association after paying the prescribed fee stated in Section 6.2.”

Proposer: Wu Ying Kit (CS1, Financial Secretary and Acting Information Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)

Seconder: Lam Chun Wai (CS1, External Vice-chairperson and Acting External General Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)

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

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Lau Kam Lun (CS graduate) asked for the interpretation of the amended constitution item 2.1.1.1.

Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) answered all undergraduates of the curriculum of Bachelor of Engineering (Computer Science) shall be Full Members of the Association and shall pay the prescribed fee stated in Section 6.2. It might be concerned that Bachelor of Business Administration (Information Systems)/Bachelor of Engineering (Computer Science) had been deleted, as in the first three years, they belonged to Bachelor of Business Administration (Information Systems), which was proved by Student Information Systems of the University, and registration day, therefore they could not be Full Members of the Association. They would register Bachelor of Engineering (Computer Science) at the fourth year, and then they would become Full Members.

Lau Kam Lun (CS graduate) asked if a student studying Bachelor of Engineering (Computer Science) didn't pay the fee, was he a Full Member.

Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) answered yes.

Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked if the next session had different interpretation, would the number of members in Annual Report and Annual Financial Report be different.



Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) answered yes.

Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked how could the number of members be found.

Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) answered it could be found upon request of the Department

Lau Kam Lun (CS graduate) asked as said before, the Ex-Co might suspend the membership of Full Members who didn't pay the fee, how to suspend the membership and what was the difference with Full Member.

Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) answered that they would convene a General Meeting to suspend the membership, it depended the content of the motion, or put the issue to Engineering Council, H.K.U.S.U., or Hong Kong University Students' Union Council to solve it.

Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked as different session could have different action on it, the Constitution was to constraint the Ex-Co, at this point the Constitution could not constraint, did the Ex-Co think this interpretation was appropriate.

Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) answered that each session had different action on the Full Members who did not pay the fee, as the Constitution and documents related to Engineering Society, HKUSU and Hong Kong University Students' Union did not state that. If in the future there were some members think this was a problem, they could amend the Constitution, or adopted the action in General Meeting of how to handle it.

Wong Wai Ling (CS graduate) asked why did not the Ex-Co amend the Constitution in the Meeting.

Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) answered that the Ex-Co did not think this was a problem.



Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked how to pursue the Full Members who had paid the fee.

Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) answered they would try their best to collect the fee of who had not paid the fee, and there were some policy to handle the cases.

Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked what was the idea of “suspend the membership”.

Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) asked the Acting Meeting Chairperson (Szeto Wing Yan (CS1, Welfare Secretary and Acting Sports Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)) if 30 seconds could be granted for him to search for related documents.

Acting Meeting Chairperson (Szeto Wing Yan (CS1, Welfare Secretary and Acting Sports Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)) approved.

Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) answered that according to Constitution of Engineering Society, HKUSU, Section 2.7, Suspension of Membership, Members of the Society, other than honorary members, may be suspended for any period of time for infringement of the Constitution and Rules of the by-laws of the Society, or for behavior prejudicial to the good name of the Society by a resolution at an Annual General Business Meeting or any Extraordinary General Meeting held specifically for the purpose, and this was not added to the Constitution because the time limit and the seriousness of effect to the Association.

Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked could a Full Member request refund.

Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) answered no.

Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked for the source of non-refunding.



Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) answered as it was not stated in the Constitution, it should depend on the policy of the Ex-Co.

Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked if the current session did not allow refund but the next session allowed refund, would the financial situation be a chaos, and could it be refund at next session.

Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) answered as it did not state in the Constitution, each session should have its own policy, but they would communicate with the next session about this concern, to prevent chaos.

Lau Kam Lun (CS graduate) asked if a member could quit the Association.

Cheung Chan Teng (CS1, Internal Vice-chairperson and Acting Internal General Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) asked the Acting Meeting Chairperson (Szeto Wing Yan (CS1, Welfare Secretary and Acting Sports Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)) if 30 seconds could be granted for them to think about the answer.

Acting Meeting Chairperson (Szeto Wing Yan (CS1, Welfare Secretary and Acting Sports Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)) approved.

Wu Ying Kit (CS1, Financial Secretary and Acting Information Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) answered yes.

Lau Kam Lun (CS graduate) asked the Acting Meeting Chairperson (Szeto Wing Yan (CS1, Welfare Secretary and Acting Sports Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)) if some comments could be granted on the change of item 2.1.1.1 of the Constitution.

Acting Meeting Chairperson (Szeto Wing Yan (CS1, Welfare Secretary and Acting Sports Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)) approved.

Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) commented the Ex-Co had to know the subsequent action of amending the Constitution, as there would be





both 3-year curriculum and 4-year curriculum register at the same time, and they should have planning of the development of the Association and had to notify the next session about this changes. The Ex-Co had to think more on the interpretation of the Constitution.

At 17:11, 28<sup>th</sup> July 2012 (Saturday), Acting Meeting Chairperson (Szeto Wing Yan (CS1, Welfare Secretary and Acting Sports Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)) announced that she had received Motion 24.

Motion that: “To adopt the change of 2.1.1.1 of the constitution of CSA, ENS, H.K.U.S.U.

Original: 2.1.1.1 All undergraduates of the curricula of Bachelor of Business Administration (Information Systems)/Bachelor of Engineering (Computer Science), Bachelor of Business Administration (Information Systems)/Bachelor of Engineering (Software Engineering), Bachelor of Engineering in Computer Science, Bachelor of Engineering in Software Engineering, Bachelor of Science in Bioinformatics, and Bachelor of Science in Computer Science and Information Systems shall be Full Members of the Association and shall pay the prescribed fee.

Amended: 2.1.1.1 All undergraduates of the curriculum of Bachelor of Engineering (Computer Science) shall be Full Members of the Association and shall pay the prescribed fee stated in Section 6.2.”

Proposer: Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)

Seconder: Lam Chun Wai (CS1, External Vice-chairperson and Acting External General Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)

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

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Lau Kam Lun (CS graduate) asked the Acting Meeting Chairperson (Szeto Wing Yan (CS1, Welfare Secretary and Acting Sports Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)) if he could be granted to ask question that related to this agenda.

Acting Meeting Chairperson (Szeto Wing Yan (CS1, Welfare Secretary and Acting Sports Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)) approved.



Lau Kam Lun (CS graduate) asked who would the Ex-Co recruited for the next session of the Association, 3-year curriculum or 4-year curriculum.

Lam Chun Wai (CS1, External Vice-chairperson and Acting External General Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) answered both would be recruited if they were willing to become the office bearers of the Association, and the period of next session will be half a year. All Academic Societies would amend the session period at next session.

Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) asked the Acting Meeting Chairperson (Szeto Wing Yan (CS1, Welfare Secretary and Acting Sports Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)) if he could be granted a speaking to supplement to Lam Chun Wai (CS1, External Vice-chairperson and Acting External General Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) answer.

Acting Meeting Chairperson (Szeto Wing Yan (CS1, Welfare Secretary and Acting Sports Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)) approved.

Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) answered the reason of not changing the session period in the Meeting was it would affect the current session but not the next session, the exact session period had to be discussed with other Academic Societies.

Cheng Hok Leung (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked if the amended constitution could be compatible to session with time of half a year.

Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) answered as the session was defined in the Constitution, which was between AGM and AGM of the succeeding year, this period could be changed by amending the time of convening AGM, and this would not infringe the Constitution.

Lau Kam Lun (CS graduate) asked if the students of Bachelor of Engineering who had not declared his major and became the Ex-Co of the Association, could they represent the Association.

Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS,



H.K.U.S.U., Session 2012–2013) answered if they did not declare Computer Science as major, they could not represent the Association, and suggested they should resign.

Lau Kam Lun (CS graduate) commented if the session period was about half a year, there was a possibility that they were not the members of the Association, and in case they had declared major which was not Computer Science, it would be a problem when to pursue them to resign.

Lau Kam Lun (CS graduate) asked if the 4-year curriculum students had become the Ex-Co and they declared major which was not Computer Science, how to the Ex-Co handle it.

Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) answered as stated in the Constitution, only members could attend the General Meetings, if they were not the members of the Association, they could not attend the General Meetings, it was suggested to them to resign.

Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked the Acting Meeting Chairperson (Szeto Wing Yan (CS1, Welfare Secretary and Acting Sports Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)) if he could be granted to ask question that related to the Meeting.

Acting Meeting Chairperson (Szeto Wing Yan (CS1, Welfare Secretary and Acting Sports Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)) approved.

Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked why there were no Full Member attend the Meeting and what was the promotion of the Meeting.

Lam Chun Wai (CS1, External Vice-chairperson and Acting External General Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) answered that most of the Full Members did not want to come back at Saturday ,they had to work or they had back to their homeland, and about the promotion, website, facebook page, mass email had been used, also a notice had been placed at the Association board.

Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) commented it was worried that there would be no members come to any General Meeting, it was hoped that a more appropriate date would be choose for Annual General Meeting.



Lau Kam Lun (CS graduate) commented it did not need many members to come, but he thought it was not enough members in the Meeting, the Ex-Co had to work hard on it.

Yuen Chi Leung (CS graduate) commented he was worried about no members attending the Meeting, as the Constitution was related to members, but not much members came to the Meeting.

Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked the Acting Meeting Chairperson (Szeto Wing Yan (CS1, Welfare Secretary and Acting Sports Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)) if overall comments could be granted on amending constitution.

Acting Meeting Chairperson (Szeto Wing Yan (CS1, Welfare Secretary and Acting Sports Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)) approved.

Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) commented when the Ex-Co amended the Constitution, they should think for long-term, the current amended constitution only catered about that year. If there were still problems on the Constitution, the next session would be in trouble. It was appreciated that to use the specified name of the title or document. The Ex-Co had to be careful when amending the Constitution

Yuen Chi Leung (CS graduate) commented it was reasonable as the Constitution was important, and during their session they did not amend it. It was happy to see that the Ex-Co amended the Constitution, there would be problems when amending the Constitution, and after that a better version could be concluded.

Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) commented as it might be amended at Annual General Meeting, the Constitution should be reviewed carefully.

At 17:35, 28<sup>th</sup> July 2012 (Saturday), Acting Meeting Chairperson (Szeto Wing Yan (CS1, Welfare Secretary and Acting Sports Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)) announced that the authority of Meeting Chairperson would be transferred to Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013).



At 17:35, 28<sup>th</sup> July 2012 (Saturday), Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) accepted the authority of Meeting Chairperson.

Acting Meeting Chairperson (Szeto Wing Yan (CS1, Welfare Secretary and Acting Sports Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)) approved.

Wong Wai Ling (CS graduate) commented it had to be care that in item 2.1.2.1 of the Constitution, capital letter “s” was used in “He/She”, but in item 2.1.1.2, small letter “s” was used.

Cheng Hok Leung (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked what had to do after the Meeting.

Lam Chun Wai (CS1, External Vice-chairperson and Acting External General Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) answered that they would post at the facebook page, website and mass email would be used to notify the Constitution was amended. Moreover, the name registered Societies Office of Hong Kong Police Force, Hong Kong University Students’ Union and Centre of Development and Resources for Students, The University of Hong Kong had to be changed, also other external organizations would be notified, and amended Association’s name would be used in the publications. Besides, the membership card would be renewed, and notified the Department.

Lam Chun Wai (CS1, External Vice-chairperson and Acting External General Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) asked the Meeting Chairperson (Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)) if he could be granted a speaking to supplement his answer.

Meeting Chairperson (Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)) approved.

Lam Chun Wai (CS1, External Vice-chairperson and Acting External General Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) answered the society chop of the Association would be renewed.



Yuen Chi Leung (CS graduate) asked what action would be done to the amended constitution.

Lam Chun Wai (CS1, External Vice-chairperson and Acting External General Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) answered the amended constitution would be announced and submitted to Hong Kong University Students' Union.

Leung Chi Wah (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) asked if the membership card of Associate Member of the Association was valid after the name of the Association had changed.

Lam Chun Wai (CS1, External Vice-chairperson and Acting External General Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013) answered as the membership card was distributed before the Association's name was changed, it was valid but suggested to renew it.

Yuen Chi Leung (CS graduate) commented the Association name on the easy stand could be cancelled out the dot.

Cheng Hok Leung (CS graduate, Associate Member of CSA, ENS, H.K.U.S.U.) commented that the Ex-Co should remember to update the original and copy of the Constitution.

At 17:44, 28<sup>th</sup> July 2012 (Saturday), Meeting Chairperson (Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)) announced that he had received Motion 25.

Motion that: "To adopt the amended constitution of CSA, ENS, H.K.U.S.U."

Proposer: Wu Ying Kit (CS1, Financial Secretary and Acting Information Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)

Seconder: Lam Chun Wai (CS1, External Vice-chairperson and Acting External General Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)

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

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At 17:45, 28<sup>th</sup> July 2012 (Saturday), Meeting Chairperson (Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)) announced that he had received Motion 26.



Motion that: “To move to agenda 5.”

Proposer: Lam Chun Wai (CS1, External Vice-chairperson and Acting External General Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)

Seconder: Wu Ying Kit (CS1, Financial Secretary and Acting Information Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)

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

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At 17:46, 28<sup>th</sup> July 2012 (Saturday), Meeting Chairperson (Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)) announced that he had received Motion 27.

Motion that: “To adjourn the meeting.”

Proposer: Lam Chun Wai (CS1, External Vice-chairperson and Acting External General Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)

Seconder: Wu Ying Kit (CS1, Financial Secretary and Acting Information Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)

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

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At 17:46, 28<sup>th</sup> July 2012 (Saturday), Meeting Chairperson (Lee Man Yin (CS1, Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, H.K.U.S.U., Session 2012–2013)) announced that the Meeting was adjourned.



Prepared by,

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Cheung Chan Teng, Kaka  
Internal Vice-chairperson  
Acting Internal General Secretary  
Computer Science Association,  
Engineering Society, HKUSU,  
Session 2012–2013

Approved by,

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Lee Man Yin, MY  
Chairperson  
Acting Publication and Publicity Secretary  
Computer Science Association,  
Engineering Society, HKUSU,  
Session 2012–2013





## **7. Nomination of Candidates for the Election of Office Bearers of Computer Science Association, Engineering Society, HKUSU, Session 2013–2014**

### **Nomination Period:**

10:00, 24<sup>th</sup> January 2013 (Thursday) to 18:00, 18<sup>th</sup> February 2013 (Monday)

### **Lists of Nominations:**

Prometheus

The proposed cabinet of Computer Science Association, Engineering Society, HKUSU, Session 2013–2014

Office Bearers	Candidates	Proposer	Seconder
Proposed Chairperson	Ng Tsz Ho [BEng(CompSc) 1]	Lee Man Yin [BEng(CompSc) 2]	Lau Hiu Tsun [BEng(CompSc) 1]
Proposed Internal Vice-chairperson	Low Hau Sum [BEng(CompSc) 1]	Cheung Chan Teng [BEng(CompSc) 2]	Tso Hei Lok [BEng(CompSc) 1]
Proposed External Vice-chairperson	Cheng Ting Yuk [BEng 1]	Lam Chun Wai [BEng(CompSc) 2]	Lin Hai Bin [BEng(CompSc) 1]
Proposed Internal General Secretary	Wong Man Wai [BEng(CompSc) 1]	Cheung Chan Teng [BEng(CompSc) 2]	Cheung Chun Yuen [BEng(CompSc) 2]
Proposed Financial Secretary	Fung Chin Pan [BEng(CompSc) 1]	Wu Ying Kit [BEng(CompSc) 2]	Mok Ka Hei [BEng(CompSc) 1]
Proposed Publication and Publicity Secretary	Lee Jin Man [BEng(CompSc) 1]	Lee Man Yin [BEng(CompSc) 2]	Li Wing Chi [BEng(CompSc) 3]
Proposed Social Secretary	Peng Bo Ya [BEng(CompSc) 1]	Fung Ying Wa [BEng(CompSc) 2]	Cheng Ka Chun [BEng(CompSc) 3]
Proposed Information Secretary	Sit Chiu Ki [BEng(CompSc) 1]	Wu Ying Kit [BEng(CompSc) 2]	Leung Ming Tak [BEng(CompSc) 1]



## 8. Reports of Computer Science Association, Engineering Society, HKUSU, Session 2012–2013

### 8.1 General Report

#### Office Bearers:

The office bearers of the executive committee of CSA, ENS, HKUSU, Session 2012–2013, were elected by general polling. The office bearers were as follows:

Chairperson	Lee Man Yin, MY
Internal Vice-chairperson	Cheung Chan Teng, Kaka
External Vice-chairperson	Lam Chun Wai, Tony
Financial Secretary	Wu Ying Kit, Kit
Social Secretary	Fung Ying Wa, Eva
Welfare Secretary	Szeto Wing Yan, Catherine

#### Session:

The 18<sup>th</sup> session of the executive committee commenced on 15<sup>th</sup> March 2012 and will be terminated at the end of the Annual General Meeting of CSA, ENS, HKUSU, Session 2012–2013.

#### Members:

CSA, ENS, HKUSU now has 127 Full Members and 45 Associate Members. The number of Full Members in each class is as follows:

BEng 1	1
CS 1	23
CS 2	53
CS 3	50

#### Meetings:

During session 2012–2013, there were 26 executive committee meetings.



### **Resources Granted:**

Several resources had been granted to CSA, ENS, HKUSU:

- The Department
  - ♦ 1 association room in LG104, Composite Building, The University of Hong Kong
  - ♦ 1 cupboard
  - ♦ 1 departmental account
    - Email: [csa@cs.hku.hk](mailto:csa@cs.hku.hk)
    - Website: <http://i.cs.hku.hk/~csa>
  - ♦ 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 table
  - ♦ 1 telephone (2219 4133)
  - ♦ 2 steel cabinets
  - ♦ 4 shelves
  - ♦ 6 chairs
  - ♦ The Association Board along the corridor 3/F, Haking Wong Building, The University of Hong Kong
- HKUSU:
  - ♦ 1 mailbox (Mailbox behind General Office, UG1/F, Composite Building, The University of Hong Kong)



## **8.2 Annual Functional Report**

### **8.2.1 Report on Mixer (Semester 2, 2011–2012)**

**Person in Charge:**

Wu Ying Kit, Kit

Financial Secretary and Acting Information Secretary

CSA, ENS, HKUSU, Session 2012–2013

**Introduction:**

Mixer (Semester 2, 2011–2012) was organized 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:**

3<sup>rd</sup> April 2012 (Tuesday)

**Time:**

12:45–14:15

**Venue:**

G/F, Union Building, The University of Hong Kong

**Resources Borrowed:**

- 1 easy stand from the Department
- 1 examination table for holding prizes from the Department
- 1 microphone from the Learning Environment Services
- 4 long tables from the Department
- Public Address System (Portable Type) from the Learning Environment Services

**Details:**

- Prize Presentation Ceremony of Teaching Excellence Award of 2010–2011, Best Tutor Excellence Awards of 2010–2011 and Entrance Scholarship in Computer Science 2011–2012 was held.
- 24 trays of refreshment were provided to serve the participants.
- 22 bottles of drink were provided to serve the participants.

**Number of Participants:**

Around 100

**Helpers:**

- Chan Yiu Keung (CS1)
- Cheung Chun Yuen (CS1)
- Hung Chun Ka (CS1)
- See Kwan Hon Brian (CS1)
- Wong Po Shing (CS1)

**Rundown:**

12:45–12:50	Speech by the Head of Department of the Department
12:50–12:55	Speech by the Chairperson of the Association (Session 2012–2013)
12:55–13:00	Prize Presentation Ceremony of Teaching Excellence Award 2010–2011 and Best Tutor Awards 2010–2011
13:00–13:05	Prize Presentation Ceremony of Entrance Scholarship in Computer Science 2011–2012
13:05–13:10	Photo taking
13:10–14:15	Refreshment

**Evaluations:**

- Preparation:
  - ♦ The time spent on setting up the venue was satisfactory.
- Rundown:
  - ♦ The number of participants was satisfactory.
  - ♦ The venue was large enough for all the participants.
  - ♦ The food was served a little bit slow at the beginning. It was recommended to serve the food faster.
  - ♦ The types of food and quantity of food were satisfactory.



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Annual Report of Computer Science Association,  
Engineering Society, HKUSU, Session 2012–2013

- ♦ Utensils were not enough. It was recommended to prepare more.
- Post-activity:
  - ♦ The time spent on packing and cleaning was satisfactory.



## 8.2.2 Report on Inauguration Ceremony

### Person in charge:

Lee Man Yin, MY

Chairperson and Acting Publication and Publicity Secretary

CSA, ENS, HKUSU, Session 2012–2013

### Introduction:

The Inauguration Ceremony was a formal function that introduced the 17<sup>th</sup> Ex-Co to the participants. It also signified the commencement of the new session of the Association.

### Aims:

- To build up good relationship with participants
- To introduce the 17<sup>th</sup> Ex-Co to the participants

### Date:

17<sup>th</sup> April 2012 (Tuesday)

### Time:

19:00–21:30

### Venue:

T4, Meng Wah Complex, The University of Hong Kong

### Resources borrowed:

- Long tables from the Department
- Name pads from the Hong Kong University Students' Union
- Corsages from Engineering Society, HKUSU

### Details:

- A reception counter was set up outside T4, Meng Wah Complex, The University of Hong Kong to serve the coming guests.
- A signature book was prepared for guests to sign.
- Cocktail was provided at the area outside T4, Meng Wah Complex, The University of Hong Kong.
- Refreshment was provided to serve the participants.



- Souvenirs were given to guests.

**Number of participants:**

Around 70

**Guests:**

- Ir Dr F. C. Chan (President of the Hong Kong Institution of Engineers)
- Professor Benjamin C. M. Kao (Deputy Head of the Department of Computer Science)
- Representatives of Civil Engineering Society, ENS, HKUSU
- Representatives of Computer Science Society, City University of Hong Kong Students' Union
- Representatives of Electrical and Electronic Engineering Association, Engineering Society, HKUSU
- Representatives of Engineering Society, HKUSU
- Representatives of 16<sup>th</sup> Ex-Co
- Representatives of HKU Industrial Engineering Association
- Representatives of Hong Kong Baptist University Computer Science Society
- Representatives of Information Systems Association, Business and Economics Association, Hong Kong University Students' Union
- Representatives of Mechanical Engineering Society, Engineering Society, Hong Kong University Students' Union
- Representatives of Medical Engineering Society, Engineering Society, Hong Kong University Students' Union
- Representatives of OUHK Student Society of Computing
- Representatives of Society of Computing Studies, The Hong Kong Polytechnic University Students' Union
- Representatives of The Computer Science and Engineering Students' Society, the Hong Kong University of Science and Technology Students' Union

**Master of Ceremony:**

Ng Man Yi (BDS1)

**Helpers:**

- Cheung Chun Yuen (CS1)
- He Xu (CS1)
- Hung Chun Ka (CS1)





- Lee Lung Wai (BEng(ME) 2)
- Ng Yu Shum (CS1)
- Szeto Wing Man (BDS4)
- Wong Po Shing (CS1)

**Rundown:**

19:00–19:35	Cocktail
19:35–19:40	Entry
19:40–19:45	Opening Ceremony
19:45–19:50	Speech by Ir Dr F. C. Chan
19:50–19:55	Speech by Professor Benjamin C. M. Kao
19:55–20:05	Speech by Mr. Adrian C. H. Tang (Acting Chairperson of the Association, Session 2011–2012)
20:05–20:10	Handover Ceremony
20:10–20:15	Oath
20:15–20:20	Speech by Mr. M. Y. Lee (Chairperson of the Association, Session 2012–2013)
20:20–22:00	Refreshment

**Evaluations:**

- Preparation:
  - ♦ The time for decoration of venue was not enough. It was recommended to book for a longer period of time for preparation.
  - ♦ It was recommended to give a briefing to helpers. In case that some helpers could not attend the briefing, it was recommended to deliver printed materials about all helpers work.
  - ♦ The number of helpers was not enough. It was recommended to recruit helpers earlier.
- Rundown:
  - ♦ Some speeches were too long. The theme and duration of speeches should be given to the speakers.



### 8.2.3 Report on Superpass Day (Semester 2, 2011–2012)

**Person in Charge:**

Fung Ying Wa, Eva

Social Secretary and Acting Marketing Secretary

CSA, ENS, HKUSU, Session 2012–2013

**Introduction:**

Superpass Day included Superpass Fai-chun Writing and Superpass Dinner. It is believed that students will get excellent grades in the examination after Fai-chun Writing and dinner. The Fai-chun Writing was free of charge, and the Fai-chun could be taken away by the participants.

**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:**

25<sup>th</sup> April 2012 (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:
  - ♦ 成發海鮮小廚, Shek Tong Tsui Market Cooked Food Centre, 2/F, Shek Tong Tsui Municipal Services Building, 470 Queen's Road West, Shek Tong Tsui, Hong Kong

**Resources Borrowed:**

- Cleaver and cutting board from 成發海鮮小廚
- Tables from the Department

**Details:**

- A board was provided for posting up the fai-chun.
- Superpass Fai-chun Writing was free of charge.
- Fai-chun could be taken away.
- The assembling venue for Superpass Dinner was outside Room 311, Haking Wong Building, The University of Hong Kong.
- Some of the participants registered at the restaurant before and during the dinner.

**Fee:**

HK\$65 per participant

**Number of Participants:**

42

**Rundown:**

14:00–18:00	Hosting counter outside Room 311, Haking Wong Building, The University of Hong Kong
18:00–18:30	Assembling participants outside Room 311, Haking Wong Building, The University of Hong Kong
18:30–19:00	Leading the participants to the restaurant
19:00–19:30	Introduction of Superpass traditions of the University
19:30–20:15	Chopping of roasted pig
20:15–21:45	Cheer and dinner
21:45–21:50	Distribution of red packets
21:50–22:00	Photo taking

**Helpers:**

- Cheung Chun Yuen (CS1)

**Evaluations:**

- Preparation:
  - ♦ Food tasting was done before choosing the restaurant.
  - ♦ Posters were prepared on time.
- Rundown:
  - ♦ There were enough red papers for writing fai-chun.
  - ♦ The quality of some of the red papers was not satisfactory.



- ♦ The food was ready too early that it was ready before chopping of roasted pig was finished.
- ♦ The amount of food was not enough for participants.

#### **8.2.4 Report on Orientation Programme 2012 - Registration Day I**

**Person in Charge:**

Lam Chun Wai, Tony

External Vice-chairperson and Acting External General Secretary

CSA, ENS, HKUSU, Session 2012–2013

**Introduction:**

Orientation Programme 2012 - Registration Day I gave information to the Freshmen about the Department, the Association and the curriculum of Computer Science of the University. Besides, it helped the promotion of the Orientation Programme 2012 - Orientation Camp to the Freshmen and provided a chance for the Freshmen to register for the Orientation Programme 2012 - Orientation Camp.

**Aims:**

- To welcome the Freshmen
- To introduce the Department, the Association and the curriculum of Computer Science of the University to the Freshmen
- To promote the Orientation Programme 2012 - Orientation Camp to the Freshmen

**Dates:**

1<sup>st</sup> August 2012 (Wednesday)–2<sup>nd</sup> August 2012 (Thursday)

**Time:**

9:30–18:30

**Venue:**

HW231, Haking Wong Building, The University of Hong Kong

**Resources Borrowed:**

- 1 printer from Technical Staff Office of the Department
- 1 television from Technical Staff Office of the Department
- 7 display panels from Technical Staff Office of the Department



### **Details:**

- 1 to 4 current Ex-Co were sent to HKUSU and Engineering Society, HKUSU as central helpers.
- 2 to 4 current Ex-Co and 2 to 3 helpers helped at the counter during peak hours.
- A booklet, iZone, which included the information about the Association, the Department and Orientation Programme 2012 - Orientation Camp was distributed to the Freshmen.
- A booth was set up at HW231, Haking Wong Building, The University of Hong Kong.
- Payment invoices were printed by the printer borrowed from Technical Staff Office of the Department. Registration of Orientation Programme 2012 - Orientation Camp was done on a website by notebook computers and iPad.
- The television borrowed from Technical Staff Office of the Department was used to display some photos and video of the past events of the Association.

### **Number of Participants:**

Around 250

### **Helpers:**

- Hung Chun Ka (CS1)
- Law Chi Lok (CS3)
- Tang Chun Hin (CS3)
- Wong Mei Wa (CS3)
- Yiu Ka Wing (CS3)
- Yuen Chi Leung (CS3)

### **Evaluations:**

- Preparation:
  - ♦ Display panels borrowed from Technical Staff Office of the Department helped the setup of the booth became easier.
  - ♦ Preparation work of iZone should have been done earlier.
  - ♦ Testing for the online registration system was a must.
  - ♦ The corridor for the Freshmen could be set narrower.
- Rundown:
  - ♦ A colorful cover of iZone could help attracting the Freshmen.
  - ♦ Although the booth was quite packed, the Freshmen found it comfortable to walk around and talk with the booth demonstrators.



- ♦ The Freshmen was impressed by the receipt designed in CD form.
- ♦ The utilization of information technologies, like digital registration, impressed many of the Freshmen.
- ♦ Use of computers and printer speeded up the registration process.
- Post-activity:
  - ♦ Online registration was available after the function for the registration of Orientation Programme 2012 - Orientation Camp.
  - ♦ The help from the Department was sought to put a link on the Department's website to the webpage for registration of Orientation Programme 2012 - Orientation Camp.
  - ♦ More ideas should be focused on emphasizing the image of CS on the booth.
  - ♦ The proportion of using warm colors could be increased in order to attract the Freshmen.
  - ♦ The television borrowed from Technical Staff Office of the Department could have other use instead of displaying photos and video.
  - ♦ Using HW231, Haking Wong Building, The University of Hong Kong again as the venue of Orientation Programme 2012 - Registration Day I was not recommended.



## **8.2.5 Report on Orientation Programme 2012 - Registration Day II**

### **Person in Charge:**

Lam Chun Wai, Tony

External Vice-chairperson and Acting External General Secretary

CSA, ENS, HKUSU, Session 2012–2013

### **Introduction:**

Orientation Programme 2012 - Registration Day II gave information to the Freshmen about the Department, the Association and the curriculum of Computer Science of the University. Besides, it helped the promotion of the Orientation Programme 2012 - Orientation Camp to the Freshmen and provided a chance for the Freshmen to register for the Orientation Programme 2012 - Orientation Camp.

### **Aims:**

- To welcome the Freshmen
- To introduce the Department, the Association and the curriculum of Computer Science of the University
- To promote the Orientation Programme 2012 - Orientation Camp to the Freshmen

### **Dates:**

22<sup>nd</sup> August 2012 (Wednesday)–23<sup>rd</sup> August 2012 (Thursday)

### **Time:**

9:30–18:30

### **Venue:**

HW231, Haking Wong Building, The University of Hong Kong

### **Resources Borrowed:**

- 1 printer from Technical Staff Office of the Department
- 1 television from Technical Staff Office of the Department
- 7 display panels from Technical Staff Office of the Department



### **Details:**

- 1 to 4 current Ex-Co were sent to HKUSU and Engineering Society, HKUSU as central helpers.
- 2 to 4 current Ex-Co and 2 to 3 helpers helped at the counter during peak hours.
- A booklet, iZone, which included the information about the Association, the Department and Orientation Programme 2012 - Orientation Camp was distributed to the Freshmen.
- A booth was set up at HW231, Haking Wong Building, The University of Hong Kong.
- Payment invoices were printed by the printer borrowed from Technical Staff Office of the Department. Registration of Orientation Programme 2012 - Orientation Camp was done on a website by notebook computers and iPad.
- The television borrowed from Technical Staff Office of the Department was used to display some photos and video of the past events of the Association.

### **Number of Participants:**

Around 250

### **Helpers:**

- Hung Chun Ka (CS1)
- Law Chi Lok (CS3)
- Tang Chi Kit (CS1)
- Tang Chun Hin (CS3)
- Wong Mei Wa (CS3)
- Yuen Chi Leung (CS3)

### **Evaluations:**

- Preparation:
  - ♦ Display panels borrowed from Technical Staff Office of the Department helped the setup of the booth became easier.
  - ♦ Preparation work of iZone should have been done earlier.
  - ♦ Testing for the online registration system was a must.
  - ♦ The corridor for Freshmen could be set narrower.
- Rundown:
  - ♦ A colorful cover of iZone could help attracting the Freshmen.
  - ♦ Although the booth was quite packed, the Freshmen found it comfortable to walk around and talk with the booth demonstrators.





- ♦ The Freshmen was impressed by the receipt designed in CD form.
- ♦ The utilization of information technologies, like digital registration, impressed many of the Freshmen.
- ♦ Use of computers and printer speeded up the registration process.
- Post-activity:
  - ♦ Online registration was available after the function for the registration of Orientation Programme 2012 - Orientation Camp.
  - ♦ The help from the Department was sought to put a link on the Department's website to the webpage for registration of Orientation Programme 2012 - Orientation Camp.
  - ♦ More ideas should be focused on emphasizing the image of Computer Science on the booth.
  - ♦ The proportion of using warm colors could be increased in order to attract the Freshmen.
  - ♦ The television borrowed from Technical Staff Office of the Department could have other use instead of displaying photos and video.
  - ♦ Using HW231, Haking Wong Building, The University of Hong Kong again as the venue of Orientation Programme 2012 - Registration Day II is not recommended.



## **8.2.6 Report on Orientation Programme 2012 - Orientation Camp**

### **Person in Charge:**

Cheung Chan Teng, Kaka

Internal Vice-chairperson and Acting Internal General Secretary

CSA, ENS, HKUSU, Session 2012–2013

### **Introduction:**

Orientation Programme 2012 - Orientation Camp provided a chance for the Freshmen who aimed to major in Computer Science to make friends with others and to develop their social network. Through the tasks and games in the Orientation Programme 2012 - Orientation Camp, the Freshmen built up relationship with each other. Furthermore, it gave the Freshmen the opportunity to know more about their university life during interaction and communication with Ex-Co and helpers.

### **Aims:**

- To introduce the Department, the Association and the curriculum of Computer Science of the University
- To provide a chance for the Freshmen to make friends with each other and the current students
- To introduce university life
- To provide entertainment to the Freshmen

### **Date:**

1<sup>st</sup> September 2012 (Saturday)–3<sup>rd</sup> September 2012 (Monday)

### **Time:**

08:50 (Day 1)–12:00 (Day3)

### **Venues:**

- Gathering venue:
  - ♦ LE2, Library Extension Building, The University of Hong Kong
- Camp site:
  - ♦ Lady MacLehose Holiday Village
- Beach games venue:
  - ♦ Clear Water Bay 2nd beach



- Campfire site:
  - ♦ Scout Association of Hong Kong Pak Sha Wan Tam Wah Ching Sea Activity Centre

**Theme:**

Music

**Fee:**

- HK\$32 per participant (for Past Ex-Co)
- HK\$380 per participant (for Current Ex-Co and Helper)
- HK\$480 per participant (for the Freshmen)

**Number of participants:**

- 67 in total
  - ♦ Central Helpers: 7
  - ♦ Current Ex-Co: 6
  - ♦ Group Helpers: 8
  - ♦ Group Leaders: 8
  - ♦ Spies: 4
  - ♦ The Freshmen: 34

**Guest:**

- Professor Benjamin C.M.Kao (Deputy Head of the Department of Computer Science)

**Group Leaders:**

- Chan Ka Kit, Philip (CS2)
- Chen Yiling, Elaine (CS2)
- Cheng Ka Chun, Ricky (CS2)
- Lee K Y Adrian (CS2)
- Li Wing Chi, Ginnie (CS2)
- Tang Wing Yan, Casey (CS1)
- Wong Cheuk Hang, Tommy (CS1)
- Yu Cheuk Lam, Charlene (CS2)

**Group Helpers:**

- Chan Chun Pong, Steve (CS1)
- Chan Wai Kei, Keith (CS1)



- Law Wai Chun, Chun (CS2)
- Leung Chun Ho, Kenneth (CS2)
- Leung Hau Ming, Jerry (CS2)
- Tao Ka Wai, Kiwi (CS1)
- Wong Kwan Ting, Maggie (CS2)
- Yeung Cheuk Yu, Leo (CS2)

**Central Helpers:**

- Fu Chun Wai, Ken (CS1)
- Lee Chun Ho, Iceki (CS1)
- Ng Siu Lung, Siu Lung (CS1)
- Poon Kwok Huen, Huen (CS2)
- Wong Chiu Kwan, Chris (CS1)
- Wong Po Shing, Ken (CS1)
- Yip Sit Wun, Terry (CS1)

**Spies:**

- Chan Yiu Keung, Joseph (CS1)
- Cheung Chun Yuen, Alex (CS1)
- Lai Chak Yui, Arrack (CS1)
- Tam Siu Sing, Stanley (CS1)

**Groups:**

- 一理通馬國明明白了計算可變簡單
- 狂野小學雞
- 一路向西・貢
- 我要拾個打壹個

**Rundown:**

1<sup>st</sup> September 2012 (Saturday)

08:50–09:10	Assembling and Camp T-Shirt distribution
09:10–09:20	Introduction of Orientation Programme 2012 - Orientation Camp
09:20–09:25	Speech by the staff of the Department
09:25–09:30	Speech by the Chairperson of the Association
09:30–10:50	Ice-breaking games
10:50–18:00	Hong Kong Orienteering



18:00–19:00	Dinner
19:00–19:45	Settle down
19:45–20:15	CS cheers teaching
20:15–22:00	Mass games

#### 2<sup>nd</sup> September 2012 (Sunday)

07:15–08:00	Morning call
08:00–09:00	Breakfast
09:00–12:00	Detective game
12:00–13:00	Lunch
13:00–13:45	Travelling to the beach
13:45–16:15	Beach games
16:15–17:15	Revelation of Spy
17:15–18:00	Travelling to campfire site
18:00–19:00	Dinner
19:00–21:00	Campfire
21:00–22:00	Travelling back to campsite

#### 3<sup>rd</sup> September 2012 (Monday)

07:30–08:00	Morning call
08:00–09:00	Breakfast
09:00–09:20	CS cheers demonstration
09:20–09:40	Voting
09:40–09:50	Time for the past Ex-Co
09:50–10:00	Announcement of voting result and prize giving
10:00–10:10	Photo taking
10:10–12:00	Message leaving

#### Results:

- Champion: 一理通馬國明明白了計算可變簡單

#### Evaluations:

- Preparation:
  - ♦ The booklet should have been prepared earlier.
- Rundown:
  - ♦ Day 1:



- The van for transportation was late, it was suggested to communicate with them earlier.
- The name of one of the groups was too long, it was suggested to have a shorter name.
- The helpers did not know well about Hong Kong Orienteering, it should be clear.
- One route of the transportation to the camp site did not open on Saturday in Hong Kong Orienteering, it should be checked.
- Most of the groups were late to camp site in Hong Kong Orienteering, it was suggested to adjust the route.
- The Freshmen were willing to learn CS cheers.
- The performance of mass games was satisfactory, some games were requested to have longer time.
- The duration of evaluation meeting was too long.
- ♦ Day 2:
  - The detective game was satisfactory.
  - One of the groups complained that the route in detective game was a little bit unfair.
  - Most of the groups got the answer of detective game, it was suggested that a more complicated situation could be used in detective game.
  - The beach game should have been prepared earlier.
  - The environment of revelation of spy was bad, it was suggested a silent place was used.
  - Revelation of spy was unsatisfactory due to the environment.
  - The arrival of dinner was late and only half number of utensils was provided, it was suggested to have back-up plan on this.
  - Participants enjoyed the campfire.
  - The campfire wood was not enough to hold for longer time, it was suggested to prepare more.
- ♦ Day 3:
  - CS cheers demonstration was satisfactory.
  - It was unexpected that there were two people got the same number of voting.
  - The time for message leaving was enough.
  - The atmosphere of message leaving was satisfactory.



### **8.2.7 Report on Mixer (Semester 1, 2012–2013)**

**Person in Charge:**

Wu Ying Kit, Kit

Financial Secretary and Acting Information Secretary

CSA, ENS, HKUSU, Session 2012–2013

**Introduction:**

Mixer (Semester 1, 2012–2013) was organized to enhance the relationship between the staff and the students of the Department. Mixer was a buffet-like tea 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:**

21<sup>st</sup> September 2012 (Friday)

**Time:**

14:30–16:00

**Venue:**

G/F, Union Building, The University of Hong Kong

**Resources Borrowed:**

- 1 easy stand from the Department
- 1 microphone from the Learning Environment Services
- 4 long tables from the Department
- Public Address System (Portable Type) from the Learning Environment Services

**Details:**

- The start time was delayed for 5 minutes.
- 32 trays of refreshment were provided to serve the participants.
- 28 bottles of drink were provided to serve the participants.

**Number of Participants:**

Around 120

**Helpers:**

- Chan Yiu Keung (CS2)
- Cheung Chun Yuen (CS2)
- Hung Chun Ka (CS1)
- Ng Siu Lung (CS2)
- See Kwan Hon Brian (CS2)
- Wong Chiu Kwan (CS2)

**Rundown:**

14:30–14:35	Speech by the Head of Department of the Department
14:35–14:40	Speech by the Internal Vice-chairperson of the Association (Session 2012–2013)
14:40–14:45	Photo taking
14:45–16:00	Refreshment

**Evaluations:**

- Preparation:
  - ♦ Promotion was not enough. It was recommended to post more posters and send mass earlier to promote this function. Also, it was recommended not to hold this function at the first week of the semester.
  - ♦ The time spent on setting up the venue was satisfactory.
- Rundown:
  - ♦ The number of participants was not satisfactory.
  - ♦ The venue was large enough for all the participants.
  - ♦ The food was served a little bit slow at the beginning. It was recommended to serve the food faster.
  - ♦ The types of food and quantity of food were satisfactory.
- Post-activity:





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Annual Report of Computer Science Association,  
Engineering Society, HKUSU, Session 2012–2013

- ♦ The time spent on packing and cleaning was satisfactory.



## **8.2.8 Report on 3 on 3 Basketball Competition**

### **Person in Charge:**

Szeto Wing Yan, Catherine

Welfare Secretary and Acting Sports Secretary

CSA, ENS, HKUSU, Session 2012–2013

### **Introduction:**

3 on 3 Basketball Competition provides opportunity for members to exercise and build up a team spirit.

### **Aims:**

- To provide a chance for the participants to relax, exercise and play
- To promote communication among participants during the competition
- To give an opportunity for the participants to meet more friends or discover the new hobby

### **Date:**

16<sup>th</sup> November 2012 (Friday)

### **Time:**

19:00–20:30

### **Venue:**

Kennedy Town Temporary Recreation Ground

### **Details:**

- Year 1 students who are in Bachelor of Engineering joint the competition.
- Some current Ex-Co gathered the participants outside the Room 311, Haking Wong Building, The University of Hong Kong.
- Bottles of water were distributed during the competition.
- Most of the participants continued to play the ball game after the competition.

### **Number of Participating Teams:**

4

**Rundown:**

19:00–19:15	Assembling and warm up
19:15–19:20	Rules explanation
19:20–20:20	Match
20:20–20:30	Presentation of prize and photo taking

**Referees:**

Cheung Chan Teng, Kaka (Internal Vice-chairperson and Acting Internal General Secretary of CSA, ENS, HKUSU, Session 2012–2013)

**Result:**

Members of champion team: Lee Pok Man (BEng Year 1), Lam Kam Chak (BEng Year 1), Hsia Wei Hsuan (BEcon&Fin Year 1), Rosti Andy Lam (BSocSc Year 1)

**Evaluations:**

- Preparation:
  - ♦ The number of participants was satisfactory.
- Rundown:
  - ♦ Some of the participants arrived the venue late.
  - ♦ Some of the participants said the duration of the match was appropriated.
  - ♦ The competition was done successfully, nobody got hurt.



### **8.2.9 Report on Superpass Day (Semester 1, 2012–2013)**

**Person in Charge:**

Fung Ying Wa, Eva

Social Secretary and Acting Marketing Secretary

CSA, ENS, HKUSU, Session 2012–2013

**Introduction:**

Superpass Day included Superpass Fai-chun Writing and Superpass Dinner. It is believed that students will get excellent grades in the examination after Fai-chun Writing and dinner. The Fai-chun Writing was free of charge, and the Fai-chun could be taken away by the participants.

**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:**

6<sup>th</sup> December 2012 (Thursday)

**Time:**

14:00–21:00

**Venues:**

- Superpass Fai-chun Writing:
  - ♦ Counter outside Room 311, Haking Wong Building, The University of Hong Kong
- Superpass Dinner:
  - ♦ 豪記, Shek Tong Tsui Market Cooked Food Centre, 2/F, Shek Tong Tsui Municipal Services Building, 470 Queen's Road West, Shek Tong Tsui, Hong Kong

**Resources Borrowed:**

- Cleaver and cutting board from 豪記
- Tables from the Department

**Details:**

- A board was provided for posting up the fai-chun.
- Superpass Fai-chun Writing was free of charge.
- Fai-chun could be taken away.
- A big red paper was provided for all participants to write together.
- The assembling venue for Superpass Dinner were outside Room 311, Haking Wong Building, The University of Hong Kong.
- Some of the participants registered at the restaurant before and during the dinner.

**Fee:**

HK\$65 per participant

**Number of Participants:**

46

**Rundown:**

14:00–18:00	Hosting counter outside Room 311, Haking Wong Building, The University of Hong Kong
18:00–18:30	Assembling participants outside Room 311, Haking Wong Building, The University of Hong Kong
18:30–19:00	Leading the participants to the restaurant
19:00–19:30	Chopping of roasted pig
19:30–19:45	Introduction of Superpass traditions of the University
19:45–20:30	Cheer and dinner
20:30–20:45	Distribution of red packets
20:45–21:00	Photo taking

**Helpers:**

- Cheung Chun Yuen (CS1)



**Evaluations:**

- Preparation:
  - ♦ Food tasting was done before choosing the restaurant.
  - ♦ Posters were delayed. It was recommended to follow the schedule strictly.
- Rundown:
  - ♦ There were more than enough red papers for writing fai-chun.
  - ♦ Few participants interested in writing on the big red paper.
  - ♦ The amount of food was enough for the participants.
- Post-activity:
  - ♦ Good responses were received from participants because a red packet consisted of \$10.3.



### **8.2.10 Report on Welfare Week**

**Person in Charge:**

Szeto Wing Yan, Catherine

Welfare Secretary and Acting Sports Secretary

CSA, ENS, HKUSU, Session 2012–2013

**Introduction:**

Welfare Week was a function for the students to buy welfare products and for the Member to get past association products.

**Aim:**

- To let the students to buy welfare products
- To let the Members to get past association products

**Dates:**

4<sup>th</sup> February 2013 (Monday)–7<sup>th</sup> February 2013 (Thursday)

**Time:**

12:00–16:00

**Venue:**

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

**Resources Borrowed:**

- Tables from the Department

**Details:**

- Two new products had been made, which was Association T-Shirt (2012 – 2013) and Association Paper (2012 – 2013).
- Discounts had been given to Association T-Shirt (2012 – 2013) and Association Paper (2012 – 2013).
- There was a lucky draw for the Members to get past association products.



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Annual Report of Computer Science Association,  
Engineering Society, HKUSU, Session 2012–2013

**Number of Participants:**

Around 150

**Evaluations:**

- Rundown:
  - ♦ There was not enough Association T-Shirt (2012 – 2013) for sale on the last day of Welfare Week.





## 8.3 Welfare and Service Report

### 8.3.1 Report on Association Coffee Mug Sales

**Person in Charge:**

Szeto Wing Yan, Catherine

Welfare Secretary and Acting Sports Secretary

CSA, ENS, HKUSU, Session 2012–2013

**Introduction:**

This item was produced in 2010. The remaining stock has been available for sale since then.

**Aim:**

- To provide welfare to the Members

**Period:**

January 2010–February 2013

**Details:**

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

**Evaluations:**

- Overall:
  - ♦ The sales were not satisfactory.
  - ♦ It was recommended to have more promotion on this item.



### 8.3.2 Report on Association Football Team

**Person in Charge:**

Szeto Wing Yan, Catherine

Welfare Secretary and Acting Sports Secretary

CSA, ENS, HKUSU, Session 2012–2013

**Introduction:**

Association Football Team was formed to gather the Members interested in football.

**Aim:**

- To arouse interest in sports for the Members
- To have a team to represent CSA, ENS, HKUSU in friendly matches

**Detail:**

One football practice session was hold during our session.

**Number of Participants:**

15

**Team Members:**

- Captain:
  - ♦ Wu Ying Kit (CS2)
- Members:
  - ♦ Cheung Chan Teng (CS2)
  - ♦ Cheng Ka Chun(CS3)
  - ♦ Lam Chun Wai (CS2)
  - ♦ Lam Harry To Chun (Graduate)
  - ♦ Lam Tak Chung (CS1)
  - ♦ Lau Kam Lun (Graduate)
  - ♦ Lee Jin Man (CS1)
  - ♦ Lee Kwan Yuet (CS3)
  - ♦ Leung Kon Ming (Graduate)
  - ♦ Low Hau Sum (CS1)
  - ♦ Ng Siu Lung (CS2)



Gacs  
Annual Report of Computer Science Association,  
Engineering Society, HKUSU, Session 2012–2013

- ♦ Ng Tsz Ho (CS1)
- ♦ Wong Chiu Kwan (CS2)
- ♦ Yu Chun Hin James (Graduate)

**Evaluations:**

- Overall:
  - ♦ It was recommended to have more promotion on the team.
  - ♦ It was recommended to have more practice session.



### 8.3.3 Report on Association Jacket Sales

**Person in Charge:**

Szeto Wing Yan, Catherine

Welfare Secretary and Acting Sports Secretary

CSA, ENS, HKUSU, Session 2012–2013

**Introduction:**

Association Jacket (2008 – 2009) was produced in 2008 and Association Jacket (2010 – 2011) was produced in 2011. The remaining stocks have been available for sale since then until July 2012.

**Aim:**

- To provide welfare to the Members

**Period:**

- Association Jacket (2008 – 2009)
  - ♦ November 2008–July 2012
- Association Jacket (2010 – 2011)
  - ♦ February 2011–July 2012

**Details:**

Item	Price		Sold
	Member	Non-member	
Association Jacket (2008 – 2009)	HK\$80	HK\$90	0
Association Jacket (2010 – 2011)	HK\$120	HK\$130	0

**Evaluations:**

- Overall:
  - ♦ The sales were not satisfactory.



### 8.3.4 Report on Association Notebook Sleeve Sales

**Person in Charge:**

Szeto Wing Yan, Catherine

Welfare Secretary and Acting Sports Secretary

CSA, ENS, HKUSU, Session 2012–2013

**Introduction:**

This item was produced in 2011. The remaining stock has been available for sale since then until July 2012.

**Aim:**

- To provide welfare to the Members

**Period:**

February 2011–July 2012

**Details:**

Item	Price		Sold
	Member	Non-member	
Association Notebook Sleeve	HK\$60	HK\$65	0

**Evaluations:**

- Overall:
  - ♦ The sales were not satisfactory.



### 8.3.5 Report on Association Polo Shirt Sales

**Person in Charge:**

Szeto Wing Yan, Catherine

Welfare Secretary and Acting Sports Secretary

CSA, ENS, HKUSU, Session 2012–2013

**Introduction:**

Association Polo Shirt was produced in 2008. The remaining stock has been available for sale since then until July 2012.

**Aim:**

- To provide welfare to the Members

**Period:**

November 2008–July 2012

**Details:**

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

**Evaluations:**

- Overall:
  - ♦ The sales were not satisfactory.



### 8.3.6 Report on Association T-Shirt Sales

**Person in Charge:**

Szeto Wing Yan, Catherine

Welfare Secretary and Acting Sports Secretary

CSA, ENS, HKUSU, Session 2012–2013

**Introduction:**

Association T-Shirt (2009 – 2010) was produced in 2010 and Association T-Shirt (2010 – 2011) was produced in 2011. The remaining stocks have been available for sales since then until July 2012. Association T-Shirt (2012 – 2013) was produced in this year.

**Aim:**

- To provide welfare to the Members

**Period:**

- Association T-Shirt (2009 – 2010)
  - ♦ January 2010–July 2012
- Association T-Shirt (2010 – 2011)
  - ♦ February 2011–July 2012
- Association T-Shirt (2012 – 2013)
  - ♦ February 2013–February 2013

**Details:**

Item	Price			Sold
	Member	Non-member	Welfare Week	
Association T-Shirt (2009 – 2010)	HK\$40	HK\$50	–	0
Association T-Shirt (2010 – 2011)	HK\$40	HK\$45	–	0
Association T-Shirt (2012 – 2013)	HK\$40	HK\$50	HK\$35	60



**Evaluations:**

- Overall:
  - ♦ The sales of Association T-Shirt (2009 – 2010) and Association T-Shirt (2010 – 2011) were not satisfactory.
  - ♦ The sales of Association T-Shirt (2012 – 2013) were satisfactory.
  - ♦ It was recommended to have more productions for Association T-Shirt (2012 – 2013).





### 8.3.7 Report on Borrowing of Recreational Facilities

**Person in Charge:**

Szeto Wing Yan, Catherine

Welfare Secretary and Acting Sports Secretary

CSA, ENS, HKUSU, Session 2012–2013

**Introduction:**

A list of items, such as stationery, board games, balls, are available for the Members to borrow during Ex-Co duty time in CS' Area.

**Aim:**

- To provide welfare to the Members

**Details:**

The followings were available for borrowing.

- Board Games
  - ♦ Carcassonne
  - ♦ Chinese Chess
  - ♦ Connect Four
  - ♦ Go
  - ♦ Health & Happiness Chess
  - ♦ Magnetic Aeroplane Chess
  - ♦ Magnetic Soccer Chess
  - ♦ Marble Chess
  - ♦ Pictionary
  - ♦ SanGuoSha (三國殺)
- Sports Items
  - ♦ Basketball
  - ♦ Football
  - ♦ Hula Hoop
  - ♦ Shuttlecock & Badminton Racket
  - ♦ Table Tennis Bat & Ping-Pong Ball
- Stationery
  - ♦ Cutter Plate



- ♦ Key Punch
- ♦ Larger Stapler
- Other Items
  - ♦ Air Pump
  - ♦ Lighter
  - ♦ Megaphone
  - ♦ Mini Football
  - ♦ Monopoly Deal
  - ♦ Playing Card
  - ♦ Set of Toy Bowling
  - ♦ Timer

**Evaluations:**

- Overall:
  - ♦ It was recommended to have more promotion on Borrowing of Recreational Facilities.



### 8.3.8 Report on Calendar Card

**Person in Charge:**

Szeto Wing Yan, Catherine

Welfare Secretary and Acting Sports Secretary

CSA, ENS, HKUSU, Session 2012–2013

**Introduction:**

Calendar Card included school and public holidays, first day of teaching, last day of teaching, assessment period, revision period and reading week of semester 1 and 2 in year 2012–2013. They were distributed in Orientation Programme 2012 - Registration Day and on the desks of Room 312, Haking Wong Building, The University of Hong Kong.

**Aim:**

- To provide welfare to the Members
- To provide a convenient way to look up calendar

**Dates:**

From July 2012 onwards

**Evaluations:**

- Overall:
  - ♦ Distributing calendar card in Orientation Programme 2012 - Registration Day was effective.
  - ♦ Placing the calendar card on the desk in Room 312, Haking Wong Building, The University of Hong Kong was effective.



### 8.3.9 Report on Class Photo Taking

**Person in Charge:**

Szeto Wing Yan, Catherine

Welfare Secretary and Acting Sports Secretary

CSA, ENS, HKUSU, Session 2012–2013

**Introduction:**

Class photos were taken for each class of curriculum of Computer Science of the University. Class photos were distributed in counter outside Room 311, Haking Wong Building, The University of Hong Kong during Welfare Week.

**Aim:**

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

**Arranged Time Slots and Venues:**

Class	Date	Time	Venue
CS1	30 <sup>th</sup> January 2013 (Wednesday)	12:30	Sun Yat-sen Place, The University of Hong Kong
CS2	29 <sup>th</sup> January 2013 (Tuesday)	16:30	Sun Yat-sen Place, The University of Hong Kong
CS3	1 <sup>st</sup> February 2013 (Friday)	15:30	Sun Yat-sen Place, The University of Hong Kong

**Detail:**

In total, 157 copies were printed where 102 of them were distributed.

**Evaluations:**

- Preparation:
  - ♦ It was difficult to arrange time slot for CS3.
  - ♦ It was recommended to contact class representatives.
- Rundown:



- ♦ It was difficult to gather students of CS1 as the arranged place for photo taking was not close to their previous class.
- Post-activity:
  - ♦ Distributing class photo in counter during Welfare Week was effective.



### 8.3.10 Report on Departmental Windbreaker Sales

**Person in Charge:**

Szeto Wing Yan, Catherine

Welfare Secretary and Acting Sports Secretary

CSA, ENS, HKUSU, Session 2012–2013

**Introduction:**

This item featuring the name of the Department was produced in 2007. The remaining stock has been available for sale since then.

**Aim:**

- To provide welfare to the Members

**Period:**

November 2007–February 2013

**Details:**

Item	Price		Sold
	Member	Non-member	
Departmental Windbreaker	HK\$100	HK\$120	0

**Evaluations:**

- Overall:
  - ♦ The sales were not satisfactory since the size of remaining one is too large.



### 8.3.11 Report on Marketing Activities

#### Person in Charge:

Fung Ying Wa, Eva

Social Secretary and Acting Marketing Secretary

CSA, ENS, HKUSU, Session 2012–2013

#### 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 enhance effectiveness in organizing functions

#### Details:

The followings were sponsoring bodies in different functions with the type of sponsorship bracketed.

- Inauguration Ceremony
  - ♦ Sponsoring Organizations:
    - CEDARS (Cash)
    - 可可店 (Refreshment)
    - 金祥排骨麵 (Refreshment)
    - 梁輝跌打醫館 (Cash)
    - 華人餐廳 (Refreshment)
    - 飲冰室 (Refreshment)
    - 德記潮州菜館 (Refreshment)
    - 德發小廚 (Refreshment)
  - ♦ Sponsoring Individual:
    - Dr. A.T.C. Tam (Cash)
- Superpass Day (Semester 2, 2011–2012)
  - ♦ Sponsoring Organization:
    - CEDARS (Cash)
- Orientation Programme 2012 - Registration Day I



- ♦ Sponsoring Organization:
  - CEDARS (Cash)
- Orientation Programme 2012 - Orientation Camp
  - ♦ Sponsoring Organizations:
    - CEDARS (Cash)
    - Catalog (Coupons)
    - Job Market Publishing Limited (Sponsor products)
    - Jobs DB Hong Kong Limited (Sponsor products)
    - Kappa (Sponsor products)
    - LAPCOM Ltd (Sponsor products)
    - Marathon Sports (Sponsor products)
  - ♦ Sponsoring Individuals:
    - Dr. A.T.C. Tam (Cash)
    - Dr. H.F. Ting (Cash)
    - Dr. K.K.Y. Wong (Cash)
    - Dr. S.M. Yiu (Cash)
    - Professor B.C.M. Kao (Cash)
    - Professor D.W.L. Cheung (Cash)
    - Professor Y.Z. Yu (Cash)

#### **Evaluations:**

- Inauguration Ceremony:
  - ♦ It was recommended to find more helpers to collect the refreshment in the Inauguration Ceremony.
- Overall:
  - ♦ It was recommended to explore more different kinds of sponsor schemes from CEDARS.
  - ♦ 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 sponsorship from agency who can offer product sponsor.





### **8.3.12 Report on Membership Card**

**Person in Charge:**

Szeto Wing Yan, Catherine

Welfare Secretary and Acting Sports Secretary

CSA, ENS, HKUSU, Session 2012–2013

**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

**Evaluations:**

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



### 8.3.13 Report on Mobile Chain Sales

**Person in Charge:**

Szeto Wing Yan, Catherine

Welfare Secretary and Acting Sports Secretary

CSA, ENS, HKUSU, Session 2012–2013

**Introduction:**

Association Mobile Chain was produced in 2008. The remaining stock has been available for sale since then until July 2012. Departmental Mobile Chain featuring the name of the Department was produced in 2007. The remaining stock has been available for sale since then.

**Aim:**

- To provide welfare to the Members

**Period:**

- Association Mobile Chain
  - ♦ September 2008–July 2012
- Departmental Mobile Chain
  - ♦ November 2007–February 2013

**Details:**

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

**Evaluations:**

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



### 8.3.14 Report on Other Products Sales

**Person in Charge:**

Szeto Wing Yan, Catherine

Welfare Secretary and Acting Sports Secretary

CSA, ENS, HKUSU, Session 2012–2013

**Introduction:**

CD-R, DVD+R, DVD+R Double Layer and Tissue were available for sale during Ex-Co duty time.

**Aim:**

- To provide welfare to the Members

**Period:**

March 2012–February 2013

**Details:**

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

**Evaluations:**

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



### **8.3.15 Report on Souvenirs for Graduates**

**Person in Charge:**

Szeto Wing Yan, Catherine

Welfare Secretary and Acting Sports Secretary

CSA, ENS, HKUSU, Session 2012–2013

**Introduction:**

Souvenirs were designed and given out to the Members in the final year of study on 30<sup>th</sup> April 2012 (Monday).

**Aim:**

- To provide welfare to the Members in the final year

**Date:**

30<sup>th</sup> April 2012 (Monday)

**Details:**

In total, 100 copies were made where 61 of them were distributed.

**Evaluations:**

- Overall:
  - ♦ It was recommended to start the preparation work earlier.



### 8.3.16 Report on Stationery Sales

**Person in Charge:**

Szeto Wing Yan, Catherine

Welfare Secretary and Acting Sports Secretary

CSA, ENS, HKUSU, Session 2012–2013

**Introduction:**

Association File was produced in 2008. Association Paper (2009 – 2010) was produced in 2010. The remaining stocks have been available for sales since then until July 2012.

Association Paper (2012 – 2013) was produced in this year.

**Aim:**

- To provide welfare to the Members

**Period:**

- Association File
  - ♦ September 2008–July 2012
- Association Paper (2009 – 2010)
  - ♦ January 2010–July 2012
- Association Paper (2012 – 2013)
  - ♦ February 2013–February 2013

**Details:**

Item	Price			Sold
	Member	Non-member	Welfare Week	
Association File	HK\$1.5	HK\$1.5	–	0
Association Paper (2009 – 2010)	HK\$12	HK\$15	–	2
Association Paper (2012 – 2013)	HK\$12	HK\$15	HK\$11	28



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Engineering Society, HKUSU, Session 2012–2013

**Evaluations:**

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



## **8.4 External Affair Report**

### **8.4.1 Report on Joint Universities Computer Association (JUCA)**

#### **Person in Charge:**

Lam Chun Wai, Tony

External Vice-chairperson and Acting External General Secretary

CSA, ENS, HKUSU, Session 2012–2013

#### **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 organized functions that were open to students studying in computer-related disciplines in Hong Kong.

#### **Aims:**

- To facilitate interflow between the Members and students from computer related disciplines in other universities in Hong Kong
- To provide opportunities for the Members to participate in joint-university functions
- To raise the social respect and recognition of the Association

#### **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, HKUSU
- Computer Science Society, City University of Hong Kong Students' Union
- Hong Kong Baptist University Computer Science Society
- 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.
  - The structure of JUCA might reform or a new association can be established.





## 8.4.2 Report on relationship with other academic bodies

### Person in Charge:

Lam Chun Wai, Tony

External Vice-chairperson and Acting External General Secretary

CSA, ENS, HKUSU, Session 2012–2013

### Within the University:

#### **Civil Engineering Society, Engineering Society, 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. Ideas were shared on the orientation matters, the amendment of constitutions 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. Ideas were shared on the orientation matters, the amendment of constitutions and the curriculum reform known as 334 curriculum.

#### **Engineering Society, Hong Kong University Students' Union (Engineering Society, HKUSU)**

Engineering Society, 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 Engineering Society, HKUSU was satisfactory this year. Engineering Society, HKUSU provided assistance to the Association for Orientation Programme 2012, especially Registration Day. Ideas were shared on the orientation matters, the amendment of constitutions and the curriculum reform known as 334 curriculum. Although there were some conflicts, they were solved at last and the relationship could be maintained.



#### **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. Ideas were shared on the orientation matters, the amendment of constitutions 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 communication was 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. Ideas were shared on the curriculum reform known as 334 curriculum.

#### **Mechanical Engineering Society, Engineering Society, Hong Kong University Students' Union (MES, ENS, HKUSU)**

MES, ENS, HKUSU 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, HKUSU was good this year. Ideas were shared on the orientation matters, the amendment of constitutions and the curriculum reform known as 334 curriculum.

#### **Medical Engineering Society, Engineering Society, Hong Kong University Students' Union (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. Ideas were shared on the orientation matters, the amendment of constitutions and the curriculum reform known as 334 curriculum.

#### **Outside the University:**

Some societies maintained a good relationship with the Association. The societies involved are as follows:



- Computer Science Society, City University of Hong Kong Students' Union
- Hong Kong Baptist University Computer Science Society
- Society of Computing Studies, The Hong Kong Polytechnic University Students' Union
- 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, 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.

**Overall Evaluation:**

To enhance the communication among different societies, attending others' inauguration ceremony was crucial to get the contact of different societies. Besides, a Facebook group or WhatsApp group could be created in order to gather different representatives from different societies.



### **8.4.3 Report on participation in inauguration ceremonies of other societies**

#### **Person in Charge:**

Lam Chun Wai, Tony

External Vice-chairperson and Acting External General Secretary

CSA, ENS, HKUSU, Session 2012–2013

#### **Introduction:**

The Association received invitations to inauguration ceremonies organized by various societies inside and outside the University. 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:**

##### **Within the University:**

- Civil Engineering Society, Engineering Society, HKUSU
- HKU Industrial Engineering Association
- Information Systems Association, Business and Economics Association, Hong Kong University Students' Union
- Mechanical Engineering Society, Engineering Society, Hong Kong University Students' Union
- Medical Engineering Society, Engineering Society, Hong Kong University Students' Union

##### **Outside the University:**

- Computer Science Society, City University of Hong Kong Students' Union
- Engineering Students' Association, The Hong Kong Polytechnic University Students' Union
- Hong Kong Baptist University Computer Science Society
- The Computer Science Society, The Student Union of The Chinese University of Hong Kong



### **Evaluations:**

- Overall:
  - ♦ By participating in other societies' inauguration ceremonies, social awareness of the Association and the curriculum of Computer Science could be raised.
  - ♦ 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.
  - ♦ It was valuable to exchange views on some issues (like orientation plans) with other societies, especially opinions on curriculum reform.



## 9. Annual Financial Report

Computer Science Association, Engineering Society, HKUSU, Session 2012–2013

### Annual Financial Report For the Year Ended 14 February 2013 (Expressed in Hong Kong Dollars)

#### Income and Expenditure Account

		Note	Income (\$)	Expenditure (\$)
<b>1. Activities and Functions</b>				
Mixer (Semester 2, 2011–2012)		A1	0.00	
Inauguration Ceremony		A2		634.40
Superpass Day (Semester 2, 2011–2012)		A3		41.60
Orientation Programme 2012 - Registration Day I		A4		84.00
Orientation Programme 2012 - Registration Day II		A5		32.00
Orientation Programme 2012 - Orientation Camp		A6		6866.10
Mixer (Semester 1, 2012–2013)		A7	0.00	
3 on 3 Basketball Competition		A8	0.00	
Superpass Day (Semester 1, 2012–2013)		A9	556.70	
Welfare Week		A10	0.00	
<b>2. Administration</b>				
Annual Budget				80.00
Annual Report				1000.00
Association Board Decoration				75.80
Association Chop				70.00
Grant for Proposed Cabinet				500.00
Membership Card				57.00
Photocopy				474.50
Postage Rate				224.00
Stationery				97.50
<b>3. Membership Subscription</b>				
Existing Member (3-year curriculum, expires on 2012)	(\$17.50×62)		1085.00	
Existing Member (3-year curriculum, expires on 2013)	(\$35.00×50)		1750.00	
Existing Member (3-year curriculum, expires on 2014)	(\$37.50×53)		1987.50	
New Member (3-year curriculum, expires on 2015)	(\$20.00×23)		460.00	
New Member (4-year curriculum, expires on 2013)	(\$25.00×1)		25.00	
<b>4. Sports</b>				
First Aid Kit				45.00
<b>5. Welfare</b>				
Calender Card				50.00
Class Photo				125.60
Souvenir for Graduates				991.00
Welfare Item Sales		C1		10163.60
<b>6. Others</b>				
Bank Interest			0.32	
Gain on Annual Budget Payable			45.00	
Gain on Annual Report Payable			325.00	
Gain on Grant for Proposed Cabinet Payable			85.00	
Registration Fee	(\$20.00×6+\$10.00×24)		360.00	
Sales of Camp T-Shirt	(\$20.00×30)		600.00	
<b>Total</b>			<b>7279.52</b>	<b>21612.10</b>
<b>Surplus / (Deficit) of Session 2012–2013</b>				<b>(14332.58)</b>

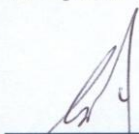


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Engineering Society, HKUSU, Session 2012–2013

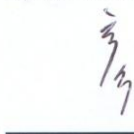
### Balance Sheet as at 14 February 2013

	Note	\$	\$
<b>Current Assets</b>			
Bank		25550.93	
Cash		2128.70	
Membership Fee Receivable		2760.00	
Stock		2858.10	
<b>Total Current Assets</b>			<b>33297.73</b>
<b>Less: Current Liabilities</b>			
Annual Budget Payable		80.00	
Annual Report Payable		1000.00	
Grant for Proposed Cabinet Payable		500.00	
Prepaid Membership Fee	B2	5752.50	
<b>Total Current Liabilities</b>			<b>7332.50</b>
<b>Net Current Assets</b>			<b>25965.23</b>
<b>Balanced by:</b>			
<b>Accumulated Funds b/f from Session 2011–2012</b>			
<b>Current Assets</b>			
Bank		36408.71	
Cash		1961.20	
Stock		12149.70	
<b>Total Current Assets</b>			<b>50519.61</b>
<b>Less: Current Liabilities</b>			
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	B1	8480.00	
<b>Total Current Liabilities</b>			<b>10221.80</b>
<b>Net Current Assets</b>			<b>40297.81</b>
<b>Add: Surplus / (Deficit) of Session 2012–2013</b>			<b>(14332.58)</b>
<b>Accumulated Funds c/f</b>			<b>25965.23</b>

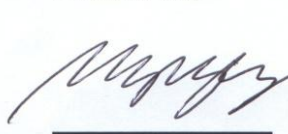
Prepared by,  
Wu Ying Kit, Kit

  
Financial Secretary,  
Computer Science Association,  
Engineering Society,  
HKUSU,  
Session 2012–2013

Approved by,  
Lee Man Yin, MY

  
Chairperson,  
Computer Science Association,  
Engineering Society,  
HKUSU,  
Session 2012–2013

Audited by,  
Professor W. Wang

  
Honorary Auditor,  
Computer Science Association,  
Engineering Society,  
HKUSU,  
Session 2012–2013







Notes to Annual Financial Report

## A. Details of Activities and Functions

### 1. Mixer (Semester 2, 2011–2012)

	<u>Income (\$)</u>	<u>Expenditure (\$)</u>
Funding from the Department	3598.20	
Refreshment		
Drink		274.70
Foodstuff		3200.00
Utensil		
Plastic Cup (20 units)		123.50
<b>Total</b>	<b>3598.20</b>	<b>3598.20</b>
<b>Surplus / (Deficit)</b>		<b>0.00</b>

### 2. Inauguration Ceremony

	<u>Income (\$)</u>	<u>Expenditure (\$)</u>
Sponsorship from CEDARS	500.00	
Sponsorship from Shop	100.00	
Sponsorship from Teaching Staff	300.00	
Booklet		168.00
Invitation Card		20.00
Refreshment		
Drink		120.20
Foodstuff		65.00
Signature Book		85.00
Souvenir		1000.00
Stationery		27.00
Utensil		
Aluminum Foil Tray (\$6.90×3)		20.70
Plastic Cup (20 units)		28.50
<b>Total</b>	<b>900.00</b>	<b>1534.40</b>
<b>Surplus / (Deficit)</b>		<b>(634.40)</b>

### 3. Superpass Day (Semester 2, 2011–2012)

	<u>Income (\$)</u>	<u>Expenditure (\$)</u>
Appication Fee (\$65.00×42)	2730.00	
Sponsorship from CEDARS	200.00	
Catering Fee (\$55.00×42)		2310.00
Red Paper (1 meter x 0.7 meters) (\$2.50×4)		10.00
Roasted Pig		580.00
Stationery		8.00
Superpass Red Packet (\$1.30) (\$1.30×41)		53.30
Superpass Red Packet (\$10.30)		10.30
<b>Total</b>	<b>2930.00</b>	<b>2971.60</b>
<b>Surplus / (Deficit)</b>		<b>(41.60)</b>





Notes to Annual Financial Report

#### 4. Orientation Programme 2012 - Registration Day I

	<u>Income (\$)</u>	<u>Expenditure (\$)</u>
Sponsorship from CEDARS	1000.00	
Booklet		700.00
Decoration		384.00
<b>Total</b>	<b>1000.00</b>	<b>1084.00</b>
<b>Surplus / (Deficit)</b>		<b>(84.00)</b>

#### 5. Orientation Programme 2012 - Registration Day II

	<u>Income (\$)</u>	<u>Expenditure (\$)</u>
Decoration		32.00
<b>Total</b>		<b>32.00</b>
<b>Surplus / (Deficit)</b>		<b>(32.00)</b>

#### 6. Orientation Programme 2012 - Orientation Camp

	<u>Income (\$)</u>	<u>Expenditure (\$)</u>
Application Fee (Executive Committee Member)	( $\$380.00 \times 6$ )	2280.00
Application Fee (Helper)	( $\$380.00 \times 27$ )	10260.00
Application Fee (Past Executive Committee Member)	( $\$32.00 \times 6$ )	192.00
Application Fee (The Freshmen)	( $\$480.00 \times 34$ )	16320.00
Sponsorship from CEDARS		1000.00
Sponsorship from Teaching Staff		1400.00
Camp T-Shirt	( $\$32.00 \times 336 + \$6.40 \times 108 + \$57.00 \times 30$ )	13153.20
Campfire		1400.00
Campsite Fee		
Room		12084.00
Catering Fee		
Meal	( $\$27.00 \times 66 + \$42.00 \times 66 + \$15.00 \times 66 + \$2610.00$ )	8154.00
Game Expense		35.40
Prize		92.70
Transportation		
Standard Double Decker		2400.00
Van		951.00
Stationery		47.80
<b>Total</b>	<b>31452.00</b>	<b>38318.10</b>
<b>Surplus / (Deficit)</b>		<b>(6866.10)</b>



Notes to Annual Financial Report

### 7. Mixer (Semester 1, 2012–2013)

	<u>Income (\$)</u>	<u>Expenditure (\$)</u>
Funding from the Department	4064.20	
Refreshment		
Drink		307.70
Foodstuff		3630.00
Utensil		
Plastic Cup (51 units) (\$21.00×5)		105.00
Plastic Table Cloth		21.50
<b>Total</b>	<b>4064.20</b>	<b>4064.20</b>
<b>Surplus / (Deficit)</b>		<b>0.00</b>

### 8. 3 on 3 Basketball Competition

	<u>Income (\$)</u>	<u>Expenditure (\$)</u>
<b>Total</b>	<b>0.00</b>	<b>0.00</b>
<b>Surplus / (Deficit)</b>		<b>0.00</b>

### 9. Superpass Day (Semester 1, 2012–2013)

	<u>Income (\$)</u>	<u>Expenditure (\$)</u>
Application Fee (\$65.00×46)	2990.00	
Catering Fee		1860.00
Red Paper (1 meter × 0.7 meters) (\$2.00×5)		10.00
Roasted Pig		488.00
Superpass Red Packet (\$1.30) (\$1.30×45)		58.50
Superpass Red Packet (\$10.30)		10.30
Utensil		
Plastic Glove		6.50
<b>Total</b>	<b>2990.00</b>	<b>2433.30</b>
<b>Surplus / (Deficit)</b>		<b>556.70</b>

### 10. Welfare Week

	<u>Income (\$)</u>	<u>Expenditure (\$)</u>
<b>Total</b>	<b>0.00</b>	<b>0.00</b>
<b>Surplus / (Deficit)</b>		<b>0.00</b>



Notes to Annual Financial Report

**B. Details of Prepaid Membership Fee**

**1. Prepaid Membership Fees b/f from Session 2011–2012**

<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			8480.00

**2. Prepaid Membership Fees c/f**

<u>Expiry Year</u>	<u>Number of Members</u>	<u>Prepaid Amount (\$)</u>	<u>Sub-total (\$)</u>
2013	50	17.50	875.00
2013	1	25.00	25.00
2014	53	52.50	2782.50
2015	23	90.00	2070.00
Total			5752.50





Notes to Annual Financial Report

## C. Details of Welfare

### 1. Welfare Item Sales

#### 1. Purchases and Stock

	Purchases			Opening Stock			Closing Stock		
	<u>Unit</u>	<u>Price (\$)</u>	<u>Quantity</u>	<u>Unit</u>	<u>Price (\$)</u>	<u>Quantity</u>	<u>Unit</u>	<u>Price (\$)</u>	<u>Quantity</u>
Association Coffee Mug		52.00			52.00	29		52.00	29
Association File <sup>(1)</sup>		1.40			1.40	36		1.40	0
Association Jacket (2008 – 2009) <sup>(1)</sup>		69.00			69.00	6		69.00	0
Association Jacket (2010 – 2011) <sup>(1)</sup>		118.50			118.50	34		118.50	0
Association Mobile Chain <sup>(1)</sup>		9.80			9.80	86		9.80	0
Association Notebook Sleeve <sup>(1)</sup>		58.50			58.50	29		58.50	0
Association Paper (2009 – 2010) <sup>(1)</sup>		9.80			9.80	36		9.80	0
Association Paper (2012 – 2013)		11.70	100					11.70	72
Association Polo-Shirt <sup>(1)</sup>		38.00			38.00	47		38.00	0
Association T-Shirt (2009 – 2010) <sup>(1)</sup>		21.00			21.00	22		21.00	0
Association T-Shirt (2010 – 2011) <sup>(1)</sup>		38.50			38.50	13		38.50	0
Association T-Shirt (2012 – 2013)		37.50	60					37.50	0
CD-R		1.10			1.10	27		1.10	27
Departmental Mobile Chain		7.00			7.00	18		7.00	18
Departmental Windbreaker		105.00			105.00	1		105.00	1
DVD+R		1.40			1.40	76		1.40	76
DVD+R Double-Layer		5.50			5.50	8		5.50	8
Tissue		0.70			0.70	138		0.70	138
<b>Total</b>			<b>3420.00</b>			<b>12149.70</b>			<b>2858.10</b>

#### 2. Sales

	<u>Remarks</u>	<u>Unit Price (\$)</u>	<u>Quantity</u>	<u>Amount (\$)</u>
Association Coffee Mug	(Member Price)	55.00	0	0.00
Association Coffee Mug	(Non-member Price)	65.00	0	0.00
Association File		1.50	0	0.00
Association Jacket (2008 – 2009)	(Member Price)	80.00	0	0.00
Association Jacket (2008 – 2009)	(Non-member Price)	90.00	0	0.00
Association Jacket (2010 – 2011)	(Member Price)	120.00	0	0.00
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	0	0.00
Association Notebook Sleeve	(Non-member Price)	65.00	0	0.00
Association Paper (2009 – 2010)	(Member Price)	12.00	2	24.00
Association Paper (2009 – 2010)	(Non-member Price)	15.00	0	0.00
Association Paper (2012 – 2013)	(Member Price)	12.00	6	72.00
Association Paper (2012 – 2013)	(Non-member Price)	15.00	0	0.00
Association Paper (2012 – 2013)	(Welfare Week Price)	11.00	22	242.00

<sup>(1)</sup> Free gifts to members in Welfare Week



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Annual Report of Computer Science Association,  
Engineering Society, HKUSU, Session 2012–2013

Notes to Annual Financial Report

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	0	0.00
Association T-Shirt (2009 – 2010)	(Non-member Price)	50.00	0	0.00
Association T-Shirt (2010 – 2011)	(Member Price)	40.00	0	0.00
Association T-Shirt (2010 – 2011)	(Non-member Price)	45.00	0	0.00
Association T-Shirt (2012 – 2013)	(Member Price)	40.00	7	280.00
Association T-Shirt (2012 – 2013)	(Non-member Price)	50.00	5	250.00
Association T-Shirt (2012 – 2013)	(Welfare Week Price)	35.00	48	1680.00
CD-R		1.50	0	0.00
Departmental Mobile Chain	(Member Price)	10.00	0	0.00
Departmental Mobile Chain	(Non-member Price)	12.00	0	0.00
Departmental Windbreaker	(Member Price)	100.00	0	0.00
Departmental Windbreaker	(Non-member Price)	120.00	0	0.00
DVD+R		2.00	0	0.00
DVD+R Double-Layer		6.00	0	0.00
Tissue		1.00	0	0.00
				<b>Total</b>
				<u>2548.00</u>

3. Surplus or Deficit

	\$	\$	\$
Sales			2548.00
Less: Cost of Goods Sold			
Opening Stock	12149.70		
Add: Purchases	3420.00		
		15569.70	
Less: Closing Stock		2858.10	
			<u>12711.60</u>
<b>Surplus / (Deficit) in Welfare Item Sales</b>			<u><u>(10163.60)</u></u>

<sup>(1)</sup> Free gifts to members in Welfare Week

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Annual Report of  
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Session 2012–2013