



CSpirit
Annual Report of
Computer Science Association,
Engineering Society, HKUSU,
Session 2014–2015



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1 Terminology

Term	Meaning
Ex-Co	Executive Committee members of the Computer Science Association, Engineering Society, HKUSU
the Association	Computer Science Association, Engineering Society, HKUSU
the Curriculum	The curriculum of Computer Science of The University of Hong Kong
the Department	Department of Computer Science, The University of Hong Kong
the Freshmen	First year intake of the Curriculum 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



2 Preface

CSpirit, meaning the spirit of computer science students, has achieved the goal to gather the Members and share common feelings among them in our session. Being the cabinet of the Association, Session 2014–2015, we have devoted ourselves to serve our members with our greatest endeavour. This year, we have non-local students to be Ex-Co, which are capable to receive a wide range of opinions from all computer science students. As we know, computer science in the University is a big family which member came from all around the world. We should receive all comments and suggestions from both local and non-local members.

This year, we have organised several functions and activities for our members. They were successfully organised to strengthen the bonding between our members, as well as adding colours to their university lives. Large functions included Superpass Day, Orientation Camp and Welfare Week were of success. However, we observed that the number of participants was slightly decreasing. A successful function can only be achieved with the support from our dearest members and the Department. We are glad that the Department helped us so much for the functions although the future was still clouded by the uncertainty of number of participants. More promotions and attractions are certainly needed.

For the external side, we have established and maintained good relationship with other academic societies. Information and resources exchange from other societies facilitated the preparation of our functions, which is a key point to hold functions successfully. We also tried to hold some sports activities with other academic societies, like friendly football match, which is a start-up to develop more external affairs for the Association and the Members.

We, CSpirit, has been whole-heartedly serving members in our session. Thank you for the support from all helpers, the Members and the Department. I hope the later sessions can keep the good tradition of the Association while strive their best to develop new ideas and functions to serve our members.



Prepared by,

CHAN Ho Wah David
Chairperson
Computer Science Association,
Engineering Society, HKUSU
Session 2014–2015



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
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 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 2014–2015

Annual General Meeting of Computer Science Association, Engineering Society, HKUSU, Session 2014–2015

Date: 11th March 2015 (Wednesday)

Time: 11:00

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 2015–2016
- 5 To receive and adopt the minutes of the Annual General Meeting, Computer Science Association, Engineering Society, HKUSU, Session 2013–2014
- 6 To receive and adopt the General Report of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2014–2015
- 7 To receive and adopt the Annual Functional Report of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2014–2015
- 8 To receive and adopt the Welfare and Service Report of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2014–2015
- 9 To receive and adopt the External Affair Report of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2014–2015
- 10 To receive and adopt the Annual Financial Report of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2014–2015
- 11 To receive and adopt the Annual Budget of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2015–2016
- 12 To elect the Honorary Members, if any
- 13 To amend the Constitution, if any
- 14 Any Other Business
- 15 Adjournment



Prepared by,

CHAN Ho Wah David
Chairperson
Computer Science Association,
Engineering Society, HKUSU
Session 2014–2015



5 Minutes of Annual General Meeting of Computer Science Association, Engineering Society, HKUSU, Session 2013–2014

Terminology of Minutes of Annual General Meeting of Computer Science Association, Engineering Society, HKUSU, Session 2013 – 2014

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 Meeting	Annual General Meeting of the Association, Session 2013 – 2014
the Constitution	The Constitution of the Association



Computer Science Association, Engineering Society, HKUSU, Session 2013 – 2014 Annual General Meeting Minutes

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

Date: 28th February, 2014 (Friday)

Time: 15:30

Meeting Chairperson: NG Tsz Ho (Chairperson of CSA, ENS, HKUSU, Session 2013 – 2014)

Acting Honorary Secretary: WONG Man Wai (Internal General Secretary and Acting External General Secretary of CSA, ENS, HKUSU, Session 2013 – 2014)

Returning Officer: TANG Siu Kit, Chester (External Vice-Chairperson of Electrical and Electronic Engineering Association, Engineering Society, HKUSU, Session 2013 – 2014)
LAM Zhao Lang (Past Ex-Co Representative of Engineering Society, HKUSU, Session 2014 – 2015)

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, HKUSU, Session 2014 – 2015
5. To receive and adopt the minutes of the Annual General Meeting, Computer Science Association, Engineering Society, HKUSU, Session 2012 – 2013
6. To receive and adopt the General Report of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2013 – 2014
7. To receive and adopt the Annual Functional Report of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2013 – 2014
8. To receive and adopt the Welfare and Service Report of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2013 – 2014
9. To receive and adopt the External Affair Report of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2013 – 2014
10. To receive and adopt the Annual Financial Report of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2013 – 2014
11. To receive and adopt the Annual Budget of the Executive Committee, Computer Science



Association, Engineering Society, HKUSU, Session 2014 – 2015

12. To elect the Honorary Members, if any
 13. To amend the Constitution, if any
 14. Any Other Business
 15. Adjournment
-

1. Call to Order

Meeting Chairperson (NG Tsz Ho (CS2 (3-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2013 – 2014)) asked if there were any doubts on the Meeting regulations. If not, the Meeting would be moved to agendum 2, “To appoint the acting Honorary Secretary”.

2. To appoint the acting Honorary Secretary

At 15:39, 28th February, 2014 (Friday), Meeting Chairperson (NG Tsz Ho (CS2 (3-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2013 – 2014)) announced that he had received Motion 01.

Motion that: “To appoint WONG Man Wai (UID: 3035040683) to be the acting Honorary Secretary of Annual General Meeting of CSA, ENS, HKUSU, Session 2013 – 2014.”

Proposer: LOW Hau Sum (CS2 (3-year curriculum), Internal Vice-chairperson and Acting Welfare Secretary of CSA, ENS, HKUSU, Session 2013 – 2014)

Seconder: CHENG Ting Yuk (CS2 (4-year curriculum), External Vice-chairperson of CSA, ENS, HKUSU, Session 2013 – 2014)

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

Meeting Chairperson (NG Tsz Ho (CS2 (3-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2013 – 2014)) asked if there were any doubts on appointing the acting honorary secretary. If not, the Meeting would be moved to agendum 3, “To receive and adopt the agenda”.

3. To receive and adopt the agenda



At 15:40, 28th February, 2014 (Friday), Meeting Chairperson (NG Tsz Ho (CS2 (3-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2013 – 2014)) announced that he had received Motion 02.

Motion that: "To amend the agenda from "To receive and adopt the minutes of the Annual General Meeting, Computer Science Association, Engineering Society, HKUSU., Session 2012 – 2013" to "To receive and adopt the minutes of the Annual General Meeting, Computer Science Association, Engineering Society, HKUSU, Session 2012 – 2013"."

Proposer: LOW Hau Sum (CS2 (3-year curriculum), Internal Vice-chairperson and Acting Welfare Secretary of CSA, ENS, HKUSU, Session 2013 – 2014)

Seconder: CHENG Ting Yuk (CS2 (4-year curriculum), External Vice-chairperson of CSA, ENS, HKUSU, Session 2013 – 2014)

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

At 15:45, 28th February, 2014 (Friday), Meeting Chairperson (NG Tsz Ho (CS2 (3-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2013 – 2014)) announced that he had received Motion 03.

Motion that: "To receive and adopt the amended agenda."

Proposer: LOW Hau Sum (CS2 (3-year curriculum), Internal Vice-chairperson and Acting Welfare Secretary of CSA, ENS, HKUSU, Session 2013 – 2014)

Seconder: CHENG Ting Yuk (CS2 (4-year curriculum), External Vice-chairperson of CSA, ENS, HKUSU, Session 2013 – 2014)

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

Meeting Chairperson (NG Tsz Ho (CS2 (3-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2013 – 2014)) asked if there were any doubts on the agenda. If not, the Meeting would be moved to agendum 4, "To elect the office bearers of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2014 – 2015".

4. To elect the office bearers of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2014 – 2015



CHAN Ho Wah (BEng 1, Nominated Chairperson of CSA, ENS, HKUSU, Session 2014 – 2015) asked the Meeting Chairperson (NG Tsz Ho (CS2 (3-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2013 – 2014)) if he could be granted to introduce the nominated cabinet.

Meeting Chairperson (NG Tsz Ho (CS2 (3-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2013 – 2014)) approved.

CHAN Ho Wah (BEng 1, Nominated Chairperson of CSA, ENS, HKUSU, Session 2014 – 2015) introduced the nominated cabinet.

Meeting Chairperson (NG Tsz Ho (CS2 (3-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2013 – 2014)) explained the voting procedures.

Meeting Chairperson (NG Tsz Ho (CS2 (3-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2013 – 2014)) announced the number of valid voters was 20, and voters could obtain their vote from the Returning Officer.

Resolution: Among 20 votes conducted, the voting result was as follows:

17 votes for the nominated cabinet “CSpirit”,
0 votes against,
3 vote abstained,
0 votes invalidated.

Meeting Chairperson (NG Tsz Ho (CS2 (3-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2013 – 2014)) announced the nominated cabinet was elected.

CHAN Ho Wah (BEng1, Chairperson-elect of CSA, ENS, HKUSU, Session 2014 – 2015) asked Meeting Chairperson (NG Tsz Ho (CS2 (3-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2013 – 2014)) if he could be granted to thank for the support.

Meeting Chairperson (NG Tsz Ho (CS2 (3-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2013 – 2014)) approved.

CHAN Ho Wah (BEng1, Chairperson-elect of CSA, ENS, HKUSU, Session 2014 – 2015) thanked



for support.

Meeting Chairperson (NG Tsz Ho (CS2 (3-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2013 – 2014)) asked if there were any doubts on the election the office bearers of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2014 – 2015. If not, the Meeting would be moved to agenda 5, “To receive and adopt the minutes of the Annual General Meeting, Computer Science Association, Engineering Society, HKUSU, Session 2012 – 2013”.

5. To receive and adopt the minutes of the Annual General Meeting, Computer Science Association, Engineering Society, HKUSU, Session 2012 – 2013

At 16:02, 28th February, 2014 (Friday), Meeting Chairperson (NG Tsz Ho (CS2 (3-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2013 – 2014)) announced that he had received Motion 04.

Motion that: “To amend P.61 of the Annual Report from

"Cheung Chan Teng, Kaka

Internal Vice-chairperson

Acting Internal General Secretary
Secretary

Computer Science Association,
Engineering Society, HKUSU,
Session 2012–2013

to

"Cheung Chan Teng, Kaka

Internal Vice-chairperson

Acting Internal General Secretary
Computer Science Association,
Engineering Society, HKUSU,
Session 2012–2013

.”

Lee Man Yin, MY

Chairperson

Acting Publication and Publicity

Computer Science Association,
Engineering Society, HKUSU,
Session 2012–2013”

Lee Man Yin, MY

Chairperson

Acting Publication and Publicity Secretary

Computer Science Association,
Engineering Society, HKUSU,
Session 2012–2013”

Proposer: LOW Hau Sum (CS2 (3-year curriculum), Internal Vice-chairperson and Acting Welfare Secretary of CSA, ENS, HKUSU, Session 2013 – 2014)

Seconder: CHENG Ting Yuk (CS2 (4-year curriculum), External Vice-chairperson of CSA, ENS, HKUSU, Session 2013 – 2014)



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

At 16:11, 28th February, 2014 (Friday), Meeting Chairperson (NG Tsz Ho (CS2 (3-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2013 – 2014)) announced that he had received Motion 05.

Motion that: “To receive and adopt the minutes of Annual General Meeting, Computer Science Association, Engineering Society, HKUSU, Session 2012 – 2013.”

Proposer: LOW Hau Sum (CS2 (3-year curriculum), Internal Vice-chairperson and Acting Welfare Secretary of CSA, ENS, HKUSU, Session 2013 – 2014)

Seconder: CHENG Ting Yuk (CS2 (4-year curriculum), External Vice-chairperson of CSA, ENS, HKUSU, Session 2013 – 2014)

Resolution: Motion **Withdrawn**.

At 16:12, 28th February, 2014 (Friday), Meeting Chairperson (NG Tsz Ho (CS2 (3-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2013 – 2014)) announced that he had received Motion 06.

Motion that: “To withdraw the motion on table.”

Proposer: LEE Man Yin (CS3, Full Member of CSA, ENS, HKUSU)

Seconder: CHEUNG Chan Teng (CS3, Full Member of CSA, ENS, HKUSU)

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

At 16:19, 28th February, 2014 (Friday), Meeting Chairperson (NG Tsz Ho (CS2 (3-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2013 – 2014)) announced that he had received Motion 05.

Motion that: “To receive and adopt the amended minutes of Annual General Meeting, Computer Science Association, Engineering Society, HKUSU, Session 2012 – 2013.”

Proposer: LOW Hau Sum (CS2 (3-year curriculum), Internal Vice-chairperson and Acting Welfare Secretary of CSA, ENS, HKUSU, Session 2013 – 2014)

Seconder: CHENG Ting Yuk (CS2 (4-year curriculum), External Vice-chairperson of CSA, ENS, HKUSU, Session 2013 – 2014)



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

Meeting Chairperson (NG Tsz Ho (CS2 (3-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2013 – 2014)) asked if there were any doubts on the General Report of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2013 – 2014. If not, the Meeting would be moved to agenda 7, “To receive and adopt the Annual Functional Report of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2013 – 2014”.

6. To receive and adopt the Annual Functional Report of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2013 – 2014

At 16:45, 28th February, 2014 (Friday), Meeting Chairperson (NG Tsz Ho (CS2 (3-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2013 – 2014)) announced that the authority of Meeting Chairperson would be transferred to LEE Jin Man (CS2 (3-year curriculum), Publication and Publicity Secretary of CSA, ENS, HKUSU, Session 2013 – 2014).

At 16:46, 28th February, 2014 (Friday), LEE Jin Man (CS2 (3-year curriculum), Publication and Publicity Secretary of CSA, ENS, HKUSU, Session 2013 – 2014) accepted the authority of Meeting Chairperson.

Meeting Chairperson (NG Tsz Ho (CS2 (3-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2013 – 2014)) approved.

At 17:05, 28th February, 2014 (Friday), Acting Meeting Chairperson (LEE Jin Man (CS2 (3-year curriculum), Publication and Publicity Secretary of CSA, ENS, HKUSU, Session 2013 – 2014)) announced that he had received Motion 09.

Motion that: “To amend P.72 of Annual report form "Chan Ka Kit" to "Chan Chun Kit".”

Proposer: LOW Hau Sum (CS2 (3-year curriculum), Internal Vice-chairperson and Acting Welfare Secretary of CSA, ENS, HKUSU, Session 2013 – 2014)

Seconder: NG Tsz Ho (CS2 (3-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2013 – 2014)

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



At 17:17, 28th February, 2014 (Friday), Acting Meeting Chairperson (LEE Jin Man (CS2 (3-year curriculum), Publication and Publicity Secretary of CSA, ENS, HKUSU, Session 2013 – 2014)) announced that he had received Motion 10.

Motion that: “To amend P.86 of Annual report form "Leaver" to "Cleaver".”

Proposer: LOW Hau Sum (CS2 (3-year curriculum), Internal Vice-chairperson and Acting Welfare Secretary of CSA, ENS, HKUSU, Session 2013 – 2014)

Seconder: NG Tsz Ho (CS2 (3-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2013 – 2014)

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

At 17:20, 28th February, 2014 (Friday), Acting Meeting Chairperson (LEE Jin Man (CS2 (3-year curriculum), Publication and Publicity Secretary of CSA, ENS, HKUSU, Session 2013 – 2014)) announced that he had received Motion 11.

Motion that: “To amend P.71 of Annual report form "Tables" to "Long tables".”

Proposer: LOW Hau Sum (CS2 (3-year curriculum), Internal Vice-chairperson and Acting Welfare Secretary of CSA, ENS, HKUSU, Session 2013 – 2014)

Seconder: NG Tsz Ho (CS2 (3-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2013 – 2014)

Resolution: Motion **Withdrawn**.

At 17:21, 28th February, 2014 (Friday), Acting Meeting Chairperson (LEE Jin Man (CS2 (3-year curriculum), Publication and Publicity Secretary of CSA, ENS, HKUSU, Session 2013 – 2014)) announced that he had received Motion 12.

Motion that: “To withdraw the motion on table.”

Proposer: NG Tsz Ho (CS2 (3-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2013 – 2014)

Seconder: LOW Hau Sum (CS2 (3-year curriculum), Internal Vice-chairperson and Acting Welfare Secretary of CSA, ENS, HKUSU, Session 2013 – 2014)

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

At 17:22, 28th February, 2014 (Friday), Acting Meeting Chairperson (LEE Jin Man (CS2 (3-year



curriculum), Publication and Publicity Secretary of CSA, ENS, HKUSU, Session 2013 – 2014)) announced that he had received Motion 13.

Motion that: “To amend P.87 of Annual report form "Long tables" to "Tables".”

Proposer: LOW Hau Sum (CS2 (3-year curriculum), Internal Vice-chairperson and Acting Welfare Secretary of CSA, ENS, HKUSU, Session 2013 – 2014)

Seconder: NG Tsz Ho (CS2 (3-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2013 – 2014)

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

At 17:43, 28th February, 2014 (Friday), Acting Meeting Chairperson (LEE Jin Man (CS2 (3-year curriculum), Publication and Publicity Secretary of CSA, ENS, HKUSU, Session 2013 – 2014)) announced that the authority of Meeting Chairperson would be transferred to SIT Chiu Ki (CS2 (3-year curriculum), Information Secretary and Acting Marketing Secretary of CSA, ENS, HKUSU, Session 2013 – 2014).

At 17:44, 28th February, 2014 (Friday), SIT Chiu Ki (CS2 (3-year curriculum), Information Secretary and Acting Marketing Secretary of CSA, ENS, HKUSU, Session 2013 – 2014) accepted the authority of Meeting Chairperson.

Acting Meeting Chairperson (LEE Jin Man (CS2 (3-year curriculum), Publication and Publicity Secretary of CSA, ENS, HKUSU, Session 2013 – 2014)) approved.

At 18:00, 28th February, 2014 (Friday), Acting Meeting Chairperson (SIT Chiu Ki (CS2 (3-year curriculum), Information Secretary and Acting Marketing Secretary of CSA, ENS, HKUSU, Session 2013 – 2014)) announced that he had received Motion 14.

Motion that: “To amend P.65 of Annual report form "Mike stands" to "Mic Stands".”

Proposer: LOW Hau Sum (CS2 (3-year curriculum), Internal Vice-chairperson and Acting Welfare Secretary of CSA, ENS, HKUSU, Session 2013 – 2014)

Seconder: NG Tsz Ho (CS2 (3-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2013 – 2014)

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



At 18:18, 28th February, 2014 (Friday), Acting Meeting Chairperson (SIT Chiu Ki (CS2 (3-year curriculum), Information Secretary and Acting Marketing Secretary of CSA, ENS, HKUSU, Session 2013 – 2014)) announced that he had received Motion 15.

Motion that: "To delete the sentence "The number of participants was satisfactory." in P.69 of Annual Report."

Proposer: LOW Hau Sum (CS2 (3-year curriculum), Internal Vice-chairperson and Acting Welfare Secretary of CSA, ENS, HKUSU, Session 2013 – 2014)

Seconder: NG Tsz Ho (CS2 (3-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2013 – 2014)

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

At 18:25, 28th February, 2014 (Friday), Acting Meeting Chairperson (SIT Chiu Ki (CS2 (3-year curriculum), Information Secretary and Acting Marketing Secretary of CSA, ENS, HKUSU, Session 2013 – 2014)) announced that he had received Motion 16.

Motion that: "To amend P.68 of Annual Report form "Presentation of Souvenirs" to "Presentation of Souvenirs and Photo Taking"."

Proposer: LOW Hau Sum (CS2 (3-year curriculum), Internal Vice-chairperson and Acting Welfare Secretary of CSA, ENS, HKUSU, Session 2013 – 2014)

Seconder: NG Tsz Ho (CS2 (3-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2013 – 2014)

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

At 18:39, 28th February, 2014 (Friday), Acting Meeting Chairperson (SIT Chiu Ki (CS2 (3-year curriculum), Information Secretary and Acting Marketing Secretary of CSA, ENS, HKUSU, Session 2013 – 2014)) announced that he had received Motion 17.

Motion that: "To amend P.74 of Annual Report from "Technical Staff Office" to "Technical Office"."

Proposer: LOW Hau Sum (CS2 (3-year curriculum), Internal Vice-chairperson and Acting Welfare Secretary of CSA, ENS, HKUSU, Session 2013 – 2014)

Seconder: NG Tsz Ho (CS2 (3-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2013 – 2014)

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



At 18:49, 28th February, 2014 (Friday), Acting Meeting Chairperson (SIT Chiu Ki (CS2 (3-year curriculum), Information Secretary and Acting Marketing Secretary of CSA, ENS, HKUSU, Session 2013 – 2014)) announced that he had received Motion 18.

Motion that: “To amend P.69 of Annual Report from "Speech by the Head of the Department of the Department" to "Speech by the Deputy Head of Department of the Department".”

Proposer: LOW Hau Sum (CS2 (3-year curriculum), Internal Vice-chairperson and Acting Welfare Secretary of CSA, ENS, HKUSU, Session 2013 – 2014)

Seconder: NG Tsz Ho (CS2 (3-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2013 – 2014)

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

At 18:50, 28th February, 2014 (Friday), Acting Meeting Chairperson (SIT Chiu Ki (CS2 (3-year curriculum), Information Secretary and Acting Marketing Secretary of CSA, ENS, HKUSU, Session 2013 – 2014)) announced that he had received Motion 19.

Motion that: “To amend P.85 of Annual Report from "Speech by the Head of the Department of the Department" to "Speech by the Head of Department of the Department".”

Proposer: LOW Hau Sum (CS2 (3-year curriculum), Internal Vice-chairperson and Acting Welfare Secretary of CSA, ENS, HKUSU, Session 2013 – 2014)

Seconder: NG Tsz Ho (CS2 (3-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2013 – 2014)

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

At 18:51, 28th February, 2014 (Friday), Acting Meeting Chairperson (SIT Chiu Ki (CS2 (3-year curriculum), Information Secretary and Acting Marketing Secretary of CSA, ENS, HKUSU, Session 2013 – 2014)) announced that he had received Motion 20.

Motion that: “To amend P.88 of Annual Report from "Resources Borrowed" to "Resource Borrowed".”

Proposer: LOW Hau Sum (CS2 (3-year curriculum), Internal Vice-chairperson and Acting Welfare Secretary of CSA, ENS, HKUSU, Session 2013 – 2014)



Seconded: NG Tsz Ho (CS2 (3-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2013 – 2014)

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

At 18:55, 28th February, 2014 (Friday), Acting Meeting Chairperson (SIT Chiu Ki (CS2 (3-year curriculum), Information Secretary and Acting Marketing Secretary of CSA, ENS, HKUSU, Session 2013 – 2014)) announced that he had received Motion 21.

Motion that: “To suspend the meeting for 45 minutes until 19:40”

Proposer: NG Tsz Ho (CS2 (3-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2013 – 2014)

Seconded: LOW Hau Sum (CS2 (3-year curriculum), Internal Vice-chairperson and Acting Welfare Secretary of CSA, ENS, HKUSU, Session 2013 – 2014)

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

At 18:55, 28th February, 2014 (Friday), Acting Meeting Chairperson (SIT Chiu Ki (CS2 (3-year curriculum), Information Secretary and Acting Marketing Secretary of CSA, ENS, HKUSU, Session 2013 – 2014)) announced that the Meeting would be suspended until 19:40, 28th February, 2014 (Friday).

At 19:40, 28th February, 2014 (Friday), Acting Meeting Chairperson (SIT Chiu Ki (CS2 (3-year curriculum), Information Secretary and Acting Marketing Secretary of CSA, ENS, HKUSU, Session 2013 – 2014)) announced that the Meeting was resumed.

At 19:45, 28th February, 2014 (Friday), Acting Meeting Chairperson (SIT Chiu Ki (CS2 (3-year curriculum), Information Secretary and Acting Marketing Secretary of CSA, ENS, HKUSU, Session 2013 – 2014)) announced that the authority of Meeting Chairperson would be transferred to FUNG Chin Pan (CS2 (3-year curriculum), Financial Secretary of CSA, ENS, HKUSU, Session 2013 – 2014).

At 19:46, 28th February, 2014 (Friday), FUNG Chin Pan (CS2 (3-year curriculum), Financial Secretary of CSA, ENS, HKUSU, Session 2013 – 2014) accepted the authority of Meeting



Chairperson.

Acting Meeting Chairperson (SIT Chiu Ki (CS2 (3-year curriculum), Information Secretary and Acting Marketing Secretary of CSA, ENS, HKUSU, Session 2013 – 2014)) approved.

At 21:05, 28th February, 2014 (Friday), Acting Meeting Chairperson (FUNG Chin Pan (CS2 (3-year curriculum), Financial Secretary of CSA, ENS, HKUSU, Session 2013 – 2014)) announced that she had received Motion 22.

Motion that: “To thank Mr. Tang Siu Kit (UID: 2012574039) as the returning officer”

Proposer: LOW Hau Sum (CS2 (3-year curriculum), Internal Vice-chairperson and Acting Welfare Secretary of CSA, ENS, HKUSU, Session 2013 – 2014)

Seconder: NG Tsz Ho (CS2 (3-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2013 – 2014)

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

At 21:07, 28th February, 2014 (Friday), Acting Meeting Chairperson (FUNG Chin Pan (CS2 (3-year curriculum),

Financial Secretary of CSA, ENS, HKUSU, Session 2013 – 2014)) announced that the authority of Meeting Chairperson would be transferred to NG Tsz Ho (CS2 (3-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2013 – 2014).

At 21:08, 28th February, 2014 (Friday), NG Tsz Ho (CS2 (3-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2013 – 2014) accepted the authority of Meeting Chairperson.

Acting Meeting Chairperson (FUNG Chin Pan (CS2 (3-year curriculum), Financial Secretary of CSA, ENS, HKUSU, Session 2013 – 2014)) approved.

At 22:30, 28th February, 2014 (Friday), Meeting Chairperson (NG Tsz Ho (CS2 (3-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2013 – 2014)) announced that the authority of Meeting Chairperson would be transferred to FUNG Chin Pan (CS2 (3-year curriculum), Financial Secretary of CSA, ENS, HKUSU, Session 2013 – 2014).



At 22:31, 28th February, 2014 (Friday), FUNG Chin Pan (CS2 (3-year curriculum), Financial Secretary of CSA, ENS, HKUSU, Session 2013 – 2014) accepted the authority of Meeting Chairperson.

Meeting Chairperson (NG Tsz Ho (CS2 (3-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2013 – 2014)) approved.

At 23:21, 28th February, 2014 (Friday), Acting Meeting Chairperson (FUNG Chin Pan (CS2 (3-year curriculum), Financial Secretary of CSA, ENS, HKUSU, Session 2013 – 2014)) announced that the authority of Meeting Chairperson would be transferred to CHENG Ting Yuk (CS2 (4-year curriculum), External Vice-chairperson of CSA, ENS, HKUSU, Session 2013 – 2014).

At 23:22, 28th February, 2014 (Friday), CHENG Ting Yuk (CS2 (4-year curriculum), External Vice-chairperson of CSA, ENS, HKUSU, Session 2013 – 2014) accepted the authority of Meeting Chairperson.

Acting Meeting Chairperson (FUNG Chin Pan (CS2 (3-year curriculum), Financial Secretary of CSA, ENS, HKUSU, Session 2013 – 2014)) approved.

At 00:19, 1st March, 2014 (Saturday), Acting Meeting Chairperson (CHENG Ting Yuk (CS2 (4-year curriculum), External Vice-chairperson of CSA, ENS, HKUSU, Session 2013 – 2014)) announced that the authority of Meeting Chairperson would be transferred to FUNG Chin Pan (CS2 (3-year curriculum), Financial Secretary of CSA, ENS, HKUSU, Session 2013 – 2014).

At 00:20, 1st March, 2014 (Saturday), FUNG Chin Pan (CS2 (3-year curriculum), Financial Secretary of CSA, ENS, HKUSU, Session 2013 – 2014) accepted the authority of Meeting Chairperson.

Acting Meeting Chairperson (CHENG Ting Yuk (CS2 (4-year curriculum), External Vice-chairperson of CSA, ENS, HKUSU, Session 2013 – 2014)) approved.

At 01:39, 1st March, 2014 (Saturday), Acting Meeting Chairperson (FUNG Chin Pan (CS2 (3-year curriculum), Financial Secretary of CSA, ENS, HKUSU, Session 2013 – 2014)) announced that the authority of Meeting Chairperson would be transferred to SIT Chiu Ki (CS2 (3-year



curriculum), Information Secretary and Acting Marketing Secretary of CSA, ENS, HKUSU, Session 2013 – 2014).

At 01:40, 1st March, 2014 (Saturday), SIT Chiu Ki (CS2 (3-year curriculum), Information Secretary and Acting Marketing Secretary of CSA, ENS, HKUSU, Session 2013 – 2014) accepted the authority of Meeting Chairperson.

Acting Meeting Chairperson (FUNG Chin Pan (CS2 (3-year curriculum), Financial Secretary of CSA, ENS, HKUSU, Session 2013 – 2014)) approved.

At 03:05, 1st March, 2014 (Saturday), Acting Meeting Chairperson (SIT Chiu Ki (CS2 (3-year curriculum), Information Secretary and Acting Marketing Secretary of CSA, ENS, HKUSU, Session 2013 – 2014)) announced that the authority of Meeting Chairperson would be transferred to LEE Jin Man (CS2 (3-year curriculum), Publication and Publicity Secretary of CSA, ENS, HKUSU, Session 2013 – 2014).

At 03:06, 1st March, 2014 (Saturday), LEE Jin Man (CS2 (3-year curriculum), Publication and Publicity Secretary of CSA, ENS, HKUSU, Session 2013 – 2014) accepted the authority of Meeting Chairperson.

Acting Meeting Chairperson (SIT Chiu Ki (CS2 (3-year curriculum), Information Secretary and Acting Marketing Secretary of CSA, ENS, HKUSU, Session 2013 – 2014)) approved.

At 05:05, 1st March, 2014 (Saturday), Acting Meeting Chairperson (LEE Jin Man (CS2 (3-year curriculum),

Publication and Publicity Secretary of CSA, ENS, HKUSU, Session 2013 – 2014)) announced that he had received Motion 23.

Motion that: "To amend P.64 of Annual Report from "Person in charge" to "Person in Charge"."

Proposer: NG Tsz Ho (CS2 (3-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2013 – 2014)

Seconder: FUNG Chin Pan (CS2 (3-year curriculum), Financial Secretary of CSA, ENS, HKUSU, Session 2013 – 2014)



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

At 05:06, 1st March, 2014 (Saturday), Acting Meeting Chairperson (LEE Jin Man (CS2 (3-year curriculum), Publication and Publicity Secretary of CSA, ENS, HKUSU, Session 2013 – 2014)) announced that he had received Motion 24.

Motion that: “To amend P.65, 79 of Annual Report from "Academic Advisor of Department of Computer Science" to "Academic Advisor of the Department".”

Proposer: NG Tsz Ho (CS2 (3-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2013 – 2014)

Seconder: CHENG Ting Yuk (CS2 (4-year curriculum), External Vice-chairperson of CSA, ENS, HKUSU, Session 2013 – 2014)

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

At 05:07, 1st March, 2014 (Saturday), Acting Meeting Chairperson (LEE Jin Man (CS2 (3-year curriculum), Publication and Publicity Secretary of CSA, ENS, HKUSU, Session 2013 – 2014)) announced that he had received Motion 25.

Motion that: “To amend P.68 of Annual Report from "Department of Computer Science" to "the Department".”

Proposer: NG Tsz Ho (CS2 (3-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2013 – 2014)

Seconder: CHENG Ting Yuk (CS2 (4-year curriculum), External Vice-chairperson of CSA, ENS, HKUSU, Session 2013 – 2014)

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

At 05:08, 1st March, 2014 (Saturday), Acting Meeting Chairperson (LEE Jin Man (CS2 (3-year curriculum), Publication and Publicity Secretary of CSA, ENS, HKUSU, Session 2013 – 2014)) announced that he had received Motion 26.

Motion that: “To amend P.68 of Annual Report from "the freshmen" to "the Freshmen".”

Proposer: LOW Hau Sum (CS2 (3-year curriculum), Internal Vice-chairperson and Acting Welfare Secretary of CSA, ENS, HKUSU, Session 2013 – 2014)



Seconded: NG Tsz Ho (CS2 (3-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2013 – 2014)

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

At 05:09, 1st March, 2014 (Saturday), Acting Meeting Chairperson (LEE Jin Man (CS2 (3-year curriculum), Publication and Publicity Secretary of CSA, ENS, HKUSU, Session 2013 – 2014)) announced that he had received Motion 27.

Motion that: "To amend P.69 of Annual Report from "the freshmen" to "the Freshmen"."

Proposer: LOW Hau Sum (CS2 (3-year curriculum), Internal Vice-chairperson and Acting Welfare

Secretary of CSA, ENS, HKUSU, Session 2013 – 2014)

Seconded: NG Tsz Ho (CS2 (3-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2013 – 2014)

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

At 05:10, 1st March, 2014 (Saturday), Acting Meeting Chairperson (LEE Jin Man (CS2 (3-year curriculum), Publication and Publicity Secretary of CSA, ENS, HKUSU, Session 2013 – 2014)) announced that the authority of Meeting Chairperson would be transferred to SIT Chiu Ki (CS2 (3-year curriculum), Information Secretary and Acting Marketing Secretary of CSA, ENS, HKUSU, Session 2013 – 2014).

At 05:11, 1st March, 2014 (Saturday), SIT Chiu Ki (CS2 (3-year curriculum), Information Secretary and Acting Marketing Secretary of CSA, ENS, HKUSU, Session 2013 – 2014) accepted the authority of Meeting Chairperson.

Acting Meeting Chairperson (LEE Jin Man (CS2 (3-year curriculum), Publication and Publicity Secretary of CSA, ENS, HKUSU, Session 2013 – 2014)) approved.

At 05:12, 1st March, 2014 (Saturday), Acting Meeting Chairperson (SIT Chiu Ki (CS2 (3-year curriculum), Information Secretary and Acting Marketing Secretary of CSA, ENS, HKUSU, Session 2013 – 2014)) announced that he had received Motion 28.



Motion that: “To amend P.69 of Annual Report from "the Head of the Department of the Department" to "the Deputy Head of Department of the Department".”

Proposer: LOW Hau Sum (CS2 (3-year curriculum), Internal Vice-chairperson and Acting Welfare Secretary of CSA, ENS, HKUSU, Session 2013 – 2014)

Seconder: NG Tsz Ho (CS2 (3-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2013 – 2014)

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

At 05:13, 1st March, 2014 (Saturday), Acting Meeting Chairperson (SIT Chiu Ki (CS2 (3-year curriculum), Information Secretary and Acting Marketing Secretary of CSA, ENS, HKUSU, Session 2013 – 2014)) announced that he had received Motion 29.

Motion that: “To amend P.77 of Annual Report from "give" to "gave".”

Proposer: CHENG Ting Yuk (CS2 (4-year curriculum), External Vice-chairperson of CSA, ENS, HKUSU, Session 2013 – 2014)

Seconder: FUNG Chin Pan (CS2 (3-year curriculum), Financial Secretary of CSA, ENS, HKUSU, Session 2013 – 2014)

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

At 05:14, 1st March, 2014 (Saturday), Acting Meeting Chairperson (SIT Chiu Ki (CS2 (3-year curriculum), Information Secretary and Acting Marketing Secretary of CSA, ENS, HKUSU, Session 2013 – 2014)) announced that he had received Motion 30.

Motion that: “To amend P.77 of Annual Report from "familiarize" to "familiarise".”

Proposer: CHENG Ting Yuk (CS2 (4-year curriculum), External Vice-chairperson of CSA, ENS, HKUSU, Session 2013 – 2014)

Seconder: FUNG Chin Pan (CS2 (3-year curriculum), Financial Secretary of CSA, ENS, HKUSU, Session 2013 – 2014)

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



At 05:15, 1st March, 2014 (Saturday), Acting Meeting Chairperson (SIT Chiu Ki (CS2 (3-year curriculum), Information Secretary and Acting Marketing Secretary of CSA, ENS, HKUSU, Session 2013 – 2014)) announced that he had received Motion 31.

Motion that: "To amend P.78 of Annual Report from "Camp site" to "Campsite"."

Proposer: CHENG Ting Yuk (CS2 (4-year curriculum), External Vice-chairperson of CSA, ENS, HKUSU, Session 2013 – 2014)

Seconder: FUNG Chin Pan (CS2 (3-year curriculum), Financial Secretary of CSA, ENS, HKUSU, Session 2013 – 2014)

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

At 05:16, 1st March, 2014 (Saturday), Acting Meeting Chairperson (SIT Chiu Ki (CS2 (3-year curriculum), Information Secretary and Acting Marketing Secretary of CSA, ENS, HKUSU, Session 2013 – 2014)) announced that he had received Motion 32.

Motion that: "To amend P.77 of Annual Report from "promotes" to "promoted"."

Proposer: CHENG Ting Yuk (CS2 (4-year curriculum), External Vice-chairperson of CSA, ENS, HKUSU, Session 2013 – 2014)

Seconder: FUNG Chin Pan (CS2 (3-year curriculum), Financial Secretary of CSA, ENS, HKUSU, Session 2013 – 2014)

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

At 05:17, 1st March, 2014 (Saturday), Acting Meeting Chairperson (SIT Chiu Ki (CS2 (3-year curriculum), Information Secretary and Acting Marketing Secretary of CSA, ENS, HKUSU, Session 2013 – 2014)) announced that he had received Motion 33.

Motion that: "To amend P.78 of Annual Report from "is designed" to "was designed", "helps" to "helped" and "gives" to "gave"."

Proposer: LOW Hau Sum (CS2 (3-year curriculum), Internal Vice-chairperson and Acting Welfare Secretary of CSA, ENS, HKUSU, Session 2013 – 2014)

Seconder: CHENG Ting Yuk (CS2 (4-year curriculum), External Vice-chairperson of CSA, ENS, HKUSU, Session 2013 – 2014)

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



At 05:19, 1st March, 2014 (Saturday), Acting Meeting Chairperson (SIT Chiu Ki (CS2 (3-year curriculum), Information Secretary and Acting Marketing Secretary of CSA, ENS, HKUSU, Session 2013 – 2014)) announced that he had received Motion 34.

Motion that: "To amend P.72, 73, 87 of Annual Report from "fai-chun" to "Fai-chun"."

Proposer: CHENG Ting Yuk (CS2 (4-year curriculum), External Vice-chairperson of CSA, ENS, HKUSU, Session 2013 – 2014)

Seconder: FUNG Chin Pan (CS2 (3-year curriculum), Financial Secretary of CSA, ENS, HKUSU, Session 2013 – 2014)

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

At 05:20, 1st March, 2014 (Saturday), Acting Meeting Chairperson (SIT Chiu Ki (CS2 (3-year curriculum), Information Secretary and Acting Marketing Secretary of CSA, ENS, HKUSU, Session 2013 – 2014)) announced that he had received Motion 35.

Motion that: "To amend P.77 of Annual Report from "includes" to "included"."

Proposer: CHENG Ting Yuk (CS2 (4-year curriculum), External Vice-chairperson of CSA, ENS, HKUSU, Session 2013 – 2014)

Seconder: FUNG Chin Pan (CS2 (3-year curriculum), Financial Secretary of CSA, ENS, HKUSU, Session 2013 – 2014)

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

At 05:21, 1st March, 2014 (Saturday), Acting Meeting Chairperson (SIT Chiu Ki (CS2 (3-year curriculum), Information Secretary and Acting Marketing Secretary of CSA, ENS, HKUSU, Session 2013 – 2014)) announced that he had received Motion 36.

Motion that: "To amend P.80 of Annual Report from "Speech by the staff of the Department" to "Speech by the Dr. Anthony T.C. Tam"."

Proposer: CHENG Ting Yuk (CS2 (4-year curriculum), External Vice-chairperson of CSA, ENS, HKUSU, Session 2013 – 2014)

Seconder: FUNG Chin Pan (CS2 (3-year curriculum), Financial Secretary of CSA, ENS, HKUSU, Session 2013 – 2014)

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



At 05:22, 1st March, 2014 (Saturday), Acting Meeting Chairperson (SIT Chiu Ki (CS2 (3-year curriculum), Information Secretary and Acting Marketing Secretary of CSA, ENS, HKUSU, Session 2013 – 2014)) announced that he had received Motion 37.

Motion that: "To amend P.81 of Annual Report from "beach game" to "beach games"."

Proposer: LOW Hau Sum (CS2 (3-year curriculum), Internal Vice-chairperson and Acting Welfare Secretary of CSA, ENS, HKUSU, Session 2013 – 2014)

Seconder: NG Tsz Ho (CS2 (3-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2013 – 2014)

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

At 05:23, 1st March, 2014 (Saturday), Acting Meeting Chairperson (SIT Chiu Ki (CS2 (3-year curriculum), Information Secretary and Acting Marketing Secretary of CSA, ENS, HKUSU, Session 2013 – 2014)) announced that he had received Motion 38.

Motion that: "To amend P.88 of Annual Report from "Welfare Week is a function that lets the students buy welfare products." to "Welfare Week was a function that lets the students buy welfare products."."

Proposer: LOW Hau Sum (CS2 (3-year curriculum), Internal Vice-chairperson and Acting Welfare Secretary of CSA, ENS, HKUSU, Session 2013 – 2014)

Seconder: NG Tsz Ho (CS2 (3-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2013 – 2014)

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

At 05:24, 1st March, 2014 (Saturday), Acting Meeting Chairperson (SIT Chiu Ki (CS2 (3-year curriculum), Information Secretary and Acting Marketing Secretary of CSA, ENS, HKUSU, Session 2013 – 2014)) announced that he had received Motion 39.

Motion that: "To amend P.87 of Annual Report from "is one" to "was one" and "It is" to "It was"."

Proposer: NG Tsz Ho (CS2 (3-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2013 – 2014)

Seconder: CHENG Ting Yuk (CS2 (4-year curriculum), External Vice-chairperson of CSA, ENS, HKUSU, Session 2013 – 2014)

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



At 05:25, 1st March, 2014 (Saturday), Acting Meeting Chairperson (SIT Chiu Ki (CS2 (3-year curriculum), Information Secretary and Acting Marketing Secretary of CSA, ENS, HKUSU, Session 2013 – 2014)) announced that he had received Motion 40.

Motion that: "To amend P.84 of Annual Report from "The time spent on packing and cleaning was satisfactory." to "♦ The time spent on packing and cleaning was satisfactory."."

Proposer: LOW Hau Sum (CS2 (3-year curriculum), Internal Vice-chairperson and Acting Welfare Secretary of CSA, ENS, HKUSU, Session 2013 – 2014)

Seconder: LEE Jin Man (CS2 (3-year curriculum), Publication and Publicity Secretary of CSA, ENS, HKUSU, Session 2013 – 2014)

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

At 05:26, 1st March, 2014 (Saturday), Acting Meeting Chairperson (SIT Chiu Ki (CS2 (3-year curriculum), Information Secretary and Acting Marketing Secretary of CSA, ENS, HKUSU, Session 2013 – 2014)) announced that he had received Motion 41.

Motion that: "To amend P.76 of Annual Report from "computer science" to "Computer Science"."

Proposer: LOW Hau Sum (CS2 (3-year curriculum), Internal Vice-chairperson and Acting Welfare Secretary of CSA, ENS, HKUSU, Session 2013 – 2014)

Seconder: NG Tsz Ho (CS2 (3-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2013 – 2014)

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

At 05:29, 1st March, 2014 (Saturday), Acting Meeting Chairperson (SIT Chiu Ki (CS2 (3-year curriculum), Information Secretary and Acting Marketing Secretary of CSA, ENS, HKUSU, Session 2013 – 2014)) announced that he had received Motion 42.

Motion that: "To amend P.69 of Annual Report from "2010 – 2011" to "2011 – 2012"."

Proposer: LOW Hau Sum (CS2 (3-year curriculum), Internal Vice-chairperson and Acting Welfare Secretary of CSA, ENS, HKUSU, Session 2013 – 2014)



Seconded: NG Tsz Ho (CS2 (3-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2013 – 2014)

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

At 05:30, 1st March, 2014 (Saturday), Acting Meeting Chairperson (SIT Chiu Ki (CS2 (3-year curriculum), Information Secretary and Acting Marketing Secretary of CSA, ENS, HKUSU, Session 2013 – 2014)) announced that he had received Motion 43.

Motion that: "To amend P.76 of Annual Report from "Technical Staff Office" to "Technical Office"."

Proposer: NG Tsz Ho (CS2 (3-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2013 – 2014)

Seconded: LOW Hau Sum (CS2 (3-year curriculum), Internal Vice-chairperson and Acting Welfare Secretary of CSA, ENS, HKUSU, Session 2013 – 2014)

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

At 05:31, 1st March, 2014 (Saturday), Acting Meeting Chairperson (SIT Chiu Ki (CS2 (3-year curriculum), Information Secretary and Acting Marketing Secretary of CSA, ENS, HKUSU, Session 2013 – 2014)) announced that he had received Motion 44.

Motion that: "To amend P.91 of Annual Report from "Lee Kwan Yuet (CS3)" to "Lee Kwan Yuet (CS graduate)"."

Proposer: NG Tsz Ho (CS2 (3-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2013 – 2014)

Seconded: CHENG Ting Yuk (CS2 (4-year curriculum), External Vice-chairperson of CSA, ENS, HKUSU, Session 2013 – 2014)

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

At 05:33, 1st March, 2014 (Saturday), Acting Meeting Chairperson (SIT Chiu Ki (CS2 (3-year curriculum), Information Secretary and Acting Marketing Secretary of CSA, ENS, HKUSU, Session 2013 – 2014)) announced that he had received Motion 45.



Motion that: "To receive and adopt the amended Annual Functional Report of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2013 – 2014".

Proposer: LOW Hau Sum (CS2 (3-year curriculum), Internal Vice-chairperson and Acting Welfare Secretary of CSA, ENS, HKUSU, Session 2013 – 2014)

Seconder: NG Tsz Ho (CS2 (3-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2013 – 2014)

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

Acting Meeting Chairperson (SIT Chiu Ki (CS2 (3-year curriculum), Information Secretary and Acting Marketing Secretary of CSA, ENS, HKUSU, Session 2013 – 2014)) asked if there were any doubts on the Annual Functional Report of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2013 – 2014. If not, the Meeting would be moved to agenda 8, "To receive and adopt the Welfare and Service Report of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2013 – 2014".

7. To receive and adopt the Welfare and Service Report of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2013 – 2014

At 05:40, 1st March, 2014 (Saturday), Acting Meeting Chairperson (SIT Chiu Ki (CS2 (3-year curriculum), Information Secretary and Acting Marketing Secretary of CSA, ENS, HKUSU, Session 2013 – 2014)) announced that he had received Motion 46.

Motion that: "To delete "Class photos were distributed through class representative of each year." in P.96 of Annual Report".

Proposer: NG Tsz Ho (CS2 (3-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2013 – 2014)

Seconder: CHENG Ting Yuk (CS2 (4-year curriculum), External Vice-chairperson of CSA, ENS, HKUSU, Session 2013 – 2014)

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



At 05:41, 1st March, 2014 (Saturday), Acting Meeting Chairperson (SIT Chiu Ki (CS2 (3-year curriculum), Information Secretary and Acting Marketing Secretary of CSA, ENS, HKUSU, Session 2013 – 2014)) announced that he had received Motion 47.

Motion that: "To amend P.90 of Annual Report from "This item was produced in 2012."
To "This item was produced in 2010"."

Proposer: LOW Hau Sum (CS2 (3-year curriculum), Internal Vice-chairperson and Acting Welfare Secretary of CSA, ENS, HKUSU, Session 2013 – 2014)

Seconder: NG Tsz Ho (CS2 (3-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2013 – 2014)

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

At 05:46, 1st March, 2014 (Saturday), Acting Meeting Chairperson (SIT Chiu Ki (CS2 (3-year curriculum), Information Secretary and Acting Marketing Secretary of CSA, ENS, HKUSU, Session 2013 – 2014)) announced that he had received Motion 48.

Motion that: "To amend P.98 of Annual Report from "Contact Directory consisted of information including Full name, Nickname, Curriculum, Year, Mobile, Email and Facebook of students from Bioinformatics, Computer Science and Information Systems/Computer Science." to "Contact Directory consisted of information including full name, nickname, curriculum, year, mobile, email and Facebook of students from Bioinformatics, Computer Science and Information Systems/Computer Science."."

Proposer: LOW Hau Sum (CS2 (3-year curriculum), Internal Vice-chairperson and Acting Welfare Secretary of CSA, ENS, HKUSU, Session 2013 – 2014)

Seconder: NG Tsz Ho (CS2 (3-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2013 – 2014)

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

At 05:50, 1st March, 2014 (Saturday), Acting Meeting Chairperson (SIT Chiu Ki (CS2 (3-year curriculum), Information Secretary and Acting Marketing Secretary of CSA, ENS, HKUSU, Session 2013 – 2014)) announced that he had received Motion 49.

Motion that: "To receive and adopt the amended Welfare and Service Report of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2013 – 2014."



Proposer: NG Tsz Ho (CS2 (3-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2013 – 2014)

Seconder: CHENG Ting Yuk (CS2 (4-year curriculum), External Vice-chairperson of CSA, ENS, HKUSU, Session 2013 – 2014)

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

Acting Meeting Chairperson (SIT Chiu Ki (CS2 (3-year curriculum), Information Secretary and Acting Marketing Secretary of CSA, ENS, HKUSU, Session 2013 – 2014)) asked if there were any doubts on the Welfare and Services Report of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2013 – 2014. If not, the Meeting would be moved to agenda 9, “To receive and adopt the External Affair Report of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2013 – 2014”.

8. To receive and adopt the External Affair Report of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2013 – 2014

At 05:52, 1st March, 2014 (Saturday), Acting Meeting Chairperson (SIT Chiu Ki (CS2 (3-year curriculum), Information Secretary and Acting Marketing Secretary of CSA, ENS, HKUSU, Session 2013 – 2014)) announced that the authority of Meeting Chairperson would be transferred to LOW Hau Sum (CS2 (3-year curriculum), Internal Vice-chairperson and Acting Welfare Secretary of CSA, ENS, HKUSU, Session 2013 – 2014).

At 05:53, 1st March, 2014 (Saturday), LOW Hau Sum (CS2 (3-year curriculum), Internal Vice-chairperson and Acting Welfare Secretary of CSA, ENS, HKUSU, Session 2013 – 2014) accepted the authority of Meeting Chairperson.

Acting Meeting Chairperson (SIT Chiu Ki (CS2 (3-year curriculum), Information Secretary and Acting Marketing Secretary of CSA, ENS, HKUSU, Session 2013 – 2014)) approved.

At 05:58, 1st March, 2014 (Saturday), Acting Meeting Chairperson (LOW Hau Sum (CS2 (3-year curriculum), Internal Vice-chairperson and Acting Welfare Secretary of CSA, ENS, HKUSU, Session 2013 – 2014)) announced that he had received Motion 50.



Motion that: "To amend P.109 of Annual Report from "ISA, BEA, HKUSU was" to "ISA, BEA, HKUSU is"."

Proposer: CHENG Ting Yuk (CS2 (4-year curriculum), External Vice-chairperson of CSA, ENS, HKUSU, Session 2013 – 2014)

Seconder: FUNG Chin Pan (CS2 (3-year curriculum), Financial Secretary of CSA, ENS, HKUSU, Session 2013 – 2014)

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

At 05:59, 1st March, 2014 (Saturday), Acting Meeting Chairperson (LOW Hau Sum (CS2 (3-year curriculum), Internal Vice-chairperson and Acting Welfare Secretary of CSA, ENS, HKUSU, Session 2013 – 2014)) announced that he had received Motion 51.

Motion that: "To amend P.109 of Annual Report from "MEDES, ENS, HKUSU was" to "MEDES, ENS, HKUSU is"."

Proposer: CHENG Ting Yuk (CS2 (4-year curriculum), External Vice-chairperson of CSA, ENS, HKUSU, Session 2013 – 2014)

Seconder: FUNG Chin Pan (CS2 (3-year curriculum), Financial Secretary of CSA, ENS, HKUSU, Session 2013 – 2014)

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

At 06:27, 1st March, 2014 (Saturday), Acting Meeting Chairperson (LOW Hau Sum (CS2 (3-year curriculum), Internal Vice-chairperson and Acting Welfare Secretary of CSA, ENS, HKUSU, Session 2013 – 2014)) announced that he had received Motion 52.

Motion that: "To add a new line to "Evaluation" under "Industrial Engineering Association, Engineering Society, Hong Kong University Students' Union (IEA, ENS, HKUSU)" on P.108 of Annual Report"

Proposer: CHENG Ting Yuk (CS2 (4-year curriculum), External Vice-chairperson of CSA, ENS, HKUSU, Session 2013 – 2014)

Seconder: FUNG Chin Pan (CS2 (3-year curriculum), Financial Secretary of CSA, ENS, HKUSU, Session 2013 – 2014)

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



At 06:28, 1st March, 2014 (Saturday), Acting Meeting Chairperson (LOW Hau Sum (CS2 (3-year curriculum), Internal Vice-chairperson and Acting Welfare Secretary of CSA, ENS, HKUSU, Session 2013 – 2014)) announced that he had received Motion 53.

Motion that: "To receive and adopt the amended External Affair Report of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2013 – 2014."

Proposer: NG Tsz Ho (CS2 (3-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2013 – 2014)

Seconder: FUNG Chin Pan (CS2 (3-year curriculum), Financial Secretary of CSA, ENS, HKUSU, Session 2013 – 2014)

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

Acting Meeting Chairperson (LOW Hau Sum (CS2 (3-year curriculum), Internal Vice-chairperson and Acting Welfare Secretary of CSA, ENS, HKUSU, Session 2013 – 2014)) asked if there were any doubts on the External Affair Report of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2013 – 2014. If not, the Meeting would be moved to agenda 10, "To receive and adopt the Annual Financial Report of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2013 – 2014".

9. To receive and adopt the Annual Financial Report of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2013 – 2014

At 06:30, 1st March, 2014 (Saturday), Acting Meeting Chairperson (LOW Hau Sum (CS2 (3-year curriculum), Internal Vice-chairperson and Acting Welfare Secretary of CSA, ENS, HKUSU, Session 2013 – 2014)) announced that the authority of Meeting Chairperson would be transferred to NG Tsz Ho (CS2 (3-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2013 – 2014).

At 06:31, 1st March, 2014 (Saturday), NG Tsz Ho (CS2 (3-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2013 – 2014) accepted the authority of Meeting Chairperson.



Acting Meeting Chairperson (LOW Hau Sum (CS2 (3-year curriculum), Internal Vice-chairperson and Acting Welfare Secretary of CSA, ENS, HKUSU, Session 2013 – 2014)) approved.

At 06:49, 1st March, 2014 (Saturday), Meeting Chairperson (NG Tsz Ho (CS2 (3-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2013 – 2014)) announced that he had received Motion 54.

Motion that: "To receive and adopt the Annual Financial Report of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2013 – 2014."

Proposer: LOW Hau Sum (CS2 (3-year curriculum), Internal Vice-chairperson and Acting Welfare Secretary of CSA, ENS, HKUSU, Session 2013 – 2014)

Seconder: SIT Chiu Ki (CS2 (3-year curriculum), Information Secretary and Acting Marketing Secretary of CSA, ENS, HKUSU, Session 2013 – 2014)

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

Meeting Chairperson (NG Tsz Ho (CS2 (3-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2013 – 2014)) asked if there were any doubts on the Annual Financial Report of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2013 – 2014. If not, the Meeting would be moved to agenda 10, "To receive and adopt the Annual Budget of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2014 – 2015".

10. To receive and adopt the Annual Budget of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2014 – 2015

At 07:04, 1st March, 2014 (Saturday), Meeting Chairperson (NG Tsz Ho (CS2 (3-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2013 – 2014)) announced that he had received Motion 55.

Motion that: "To receive and adopt the Annual Budget of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2014 – 2015."



Proposer: LOW Hau Sum (CS2 (3-year curriculum), Internal Vice-chairperson and Acting Welfare Secretary of CSA, ENS, HKUSU, Session 2013 – 2014)
Seconder: SIT Chiu Ki (CS2 (3-year curriculum), Information Secretary and Acting Marketing Secretary of CSA, ENS, HKUSU, Session 2013 – 2014)

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

Meeting Chairperson (NG Tsz Ho (CS2 (3-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2013 – 2014)) asked if there were any doubts on the Annual Budget of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2014 – 2015. If not, the Meeting would be moved to agendum 12, "To elect the Honorary Members, if any".

11. To elect the Honorary Members, if any

Meeting Chairperson (NG Tsz Ho (CS2 (3-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2013 – 2014)) announced no people were recommended by the Ex-Co to be Honorary Members in Session 2013 – 2014.

Meeting Chairperson (NG Tsz Ho (CS2 (3-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2013 – 2014)) asked if there were any doubts on the election of the Honorary Members. If not, the Meeting would be moved to agendum 13, "To amend the Constitution, if any".

12. To amend the Constitution, if any

Meeting Chairperson (NG Tsz Ho (CS2 (3-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2013 – 2014)) announced there were no amendments on the Constitution in Session 2013 – 2014.

Meeting Chairperson (NG Tsz Ho (CS2 (3-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2013 – 2014)) asked if there were any doubts on the amendments of Constitution. If not, the Meeting would be moved to agendum 14, "Any Other Business".



13. Any Other Business

At 07:45, 1st March, 2014 (Saturday), Meeting Chairperson (NG Tsz Ho (CS2 (3-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2013 – 2014)) announced that he had received Motion 56.

Motion that: “To thank Mr. Lam Zhao Lang (UID: 3035072129) as the returning officer”

Proposer: LOW Hau Sum (CS2 (3-year curriculum), Internal Vice-chairperson and Acting Welfare Secretary of CSA, ENS, HKUSU, Session 2013 – 2014)

Seconder: SIT Chiu Ki (CS2 (3-year curriculum), Information Secretary and Acting Marketing Secretary of CSA, ENS, HKUSU, Session 2013 – 2014)

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

Meeting Chairperson (NG Tsz Ho (CS2 (3-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2013 – 2014)) asked if there were any doubts on any other business. If not, the Meeting would be moved to agenda 15, “Adjournment”.

14. Adjournment

At 07:46, 1st March, 2014 (Saturday), Meeting Chairperson (NG Tsz Ho (CS2 (3-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2013 – 2014)) announced that the Meeting was adjourned.



Prepared by,

WONG Man Wai
Internal General Secretary
Acting External General Secretary
Computer Science Association,
Engineering Society, HKUSU
Session 2013 – 2014

Approved by,

NG Tsz Ho
Chairperson
Computer Science Association,
Engineering Society, HKUSU
Session 2013 – 2014



6 Nomination of Candidates for the Election of Office Bearers of Computer Science Association, Engineering Society, HKUSU, Session 2015–2016

Nomination Period:

10:00, 4th February 2015 (Wednesday)–18:00, 17th February 2015 (Tuesday)

List of Nominations:

Biterate

The proposed cabinet of Computer Science Association, Engineering Society, HKUSU, Session 2015–2016

Office Bearer	Candidate	Proposer	Second
Proposed Chairperson	TAM Hoi Kit [BEng (CompSc) 3]	CHAN Ho Wah David [BEng (CompSc) 2]	NG Tsz Ho [BEng (CompSc) 3]
Proposed Internal Vice-chairperson	SHUM Cheuk Yee [BEng 1]	TAM Chi Ho Jerry [BEng (CompSc) 2]	LOW Hau Sum [BEng (CompSc) 3]
Proposed External Vice-chairperson	HO Ka Miu [BEng (CompSc) 2]	NG Yee Ling Corrina [BEng (CompSc) 3]	CHENG Ting Yuk [BEng (CompSc) 3]
Proposed Internal General Secretary	LEUNG Lok Ming [BEng 1]	NIP Chi Fung Terry [BEng (CompSc) 2]	LOW Hau Sum [BEng (CompSc) 3]
Proposed External General Secretary	KWOK On Ki [BEng 1]	NIP Chi Fung Terry [BEng (CompSc) 2]	LOW Hau Sum [BEng (CompSc) 3]
Proposed Financial Secretary	AU Ching Mei [BEng 1]	CHAU Shing Yi Sabrina [BEng (CompSc) 2]	FUNG Chin Pan [BEng (CompSc) 3]
Proposed Publication and Publicity Secretary	HO Oi Yung [BEng (CompSc) 3]	LAM Wan Yiu Enid [BEng (CompSc) 2]	LEE Jin Man [BEng (CompSc) 3]
Proposed Social Secretary	CHEUNG Ching Hong [BEng 1]	TAM Chi Ho Jerry [BEng (CompSc) 2]	LEE Jin Man [BEng (CompSc) 3]



Proposed Welfare Secretary	TANG Chun Keung [BEng (CompSc) 3]	JIANG Ling Jane [BEng (CompSc) 3]	LOW Hau Sum [BEng (CompSc) 3]
Proposed Information Secretary	CHAN Lap Lam [BEng 1]	JIANG Ling Jane [BEng (CompSc) 3]	SIT Chiu Ki [BEng (CompSc) 3]



7 Reports of Computer Science Association, Engineering Society, HKUSU, Session 2014–2015

7.1 General Report

Office Bearers:

The office bearers of the executive committee of CSA, ENS, HKUSU, Session 2014–2015, were elected by general polling. The office bearers were as follows:

Chairperson	CHAN Ho Wah David
Internal Vice-chairperson	TAM Chi Ho Jerry
External Vice-chairperson	NG Yee Ling Corrina
Internal General Secretary	NIP Chi Fung Terry
Financial Secretary	CHAU Shing Yi Sabrina
Publication and Publicity Secretary	LAM Wan Yiu Enid
Welfare Secretary	JIANG Ling Jane

Session:

The 20th session of the executive committee commenced on 29th February 2014 and will be terminated at the end of the Annual General Meeting of CSA, ENS, HKUSU, Session 2014–2015.

Members:

CSA, ENS, HKUSU now has 87 Full Members and 50 Associate Members. The number of Full Members in each class is as follows:

BEng 1	6
CS2 (4-year curriculum)	33
CS3 (3-year curriculum)	23
CS3 (4-year curriculum)	25

Meetings:

During session 2014–2015, there were 28 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
 - ◆ 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/hk.cs.csa)
 - 1 table
 - 1 telephone (2219 4133)
 - 2 steel cabinets
- HKUSU:
 - 1 mailbox (Mailbox behind General Office, UG1/F, Composite Building, The University of Hong Kong)



7.2 Annual Functional Report

7.2.1 Report on Inauguration Ceremony

Person-In-Charge:

LAM Wan Yiu Enid

Publication and Publicity Secretary

CSA, ENS, HKUSU

Session 2014–2015

Introduction:

Inauguration Ceremony was a formal function that introduced the 19th Ex-Co to the participants. It also signified the commencement of the new Executive Committee session of the Association.

Aims:

- To introduce the 19th Ex-Co to the participants
- To build up a good relationship with the participants

Date:

28th March 2014 (Friday)

Time:

19:00–21:30

Venue:

MBG07, Main Building, The University of Hong Kong

Resources borrowed:

- Buffet stove from Electronic and Electrical Engineering Association, Engineering Society, HKUSU
- Tables from the Department
- Name pads from Mechanical Engineering Society, Engineering Society, Hong Kong University Students' Union
- Name pads from Electronic and Electrical Engineering Association, Engineering Society, HKUSU
- Corsages from Mechanical Engineering Society, Engineering Society, Hong Kong University Students' Union
- Corsages from Electronic and Electrical Engineering Association, Engineering Society, HKUSU



- Tablecloths from Engineering Society, HKUSU
- Food tongs from Mechanical Engineering Society, Engineering Society, Hong Kong University Students' Union

Details:

- A reception counter was set up at the entrance of the theatre to serve the coming guests.
- A signature book was prepared for guests to sign.
- Cocktail was provided at the covered area outside MBG07, Main Building, The University of Hong Kong.
- Refreshment was provided to serve the participants.
- Souvenirs were given to guests.

Number of participants:

Around 60

Guests:

- Mr. Dominic Cho (Lead Consultant of GreySpark Partners (HK) Ltd.)
- Mr. David Tsoi (Principal Consultant of Techlink System Consultancy Ltd.)
- Representatives of Civil Engineering Society, Engineering Society, HKUSU
- Representatives of Engineering Society, HKUSU
- Representatives of Industrial Engineering Association, ENS, HKUSU
- 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 The Computer Science and Engineering Students' Society, HKUSTSU
- Representatives of Hong Kong Baptist University Computer Science Society
- Representatives of Computer Science Society, City University of Hong Kong Students' Union
- The 17th Ex-Co
- The 18th Ex-Co
- The Members

Masters of Ceremony:

- Mak Amanda Yee Ting (BEng (CompCs) 2)
- Jimmy Hou (BBA 1)



Helpers:

- Cai Tung San (BEng 1)
- Chan Ka Chun (BEng 1)
- Erik Chan (BEng 1)
- Ho Ka Miu (BEng 1)
- Lam Ka Wai (BEng 1)
- Lam Tak Chung (BEng (CompSc) 2)
- Lau Leung Hei (BEng 1)
- Lui Hoi Ching (BEng 1)
- Tso Hei Lok (BEng (CompSc) 2)
- Wong Tsan Kwong (BEng 1)
- Wong Kwan Wai (BEng (CompSc) 2)
- Yeung Pui Ying (BEng 1)

Rundown:

28th March 2014 (Friday)

19:00–19:45	Cocktail, distribution of souvenirs to representatives of associations/societies and photo taking
19:45–19:50	Entry
19:50–19:55	Opening ceremony
19:55–20:00	Speech by Mr. Dominic Cho (Lead Consultant of GreySpark Partners (HK) Ltd.)
20:00–20:05	Speech by Mr. David Tsoi (Principal Consultant of Techlink System Consultancy Ltd.)
20:05–20:10	Speech by the Chairperson of the Association (Session 2013–2014)
20:10–20:15	Handover ceremony
20:15–20:20	Introduction of the 19 th Ex-Co
20:20–20:25	Oath taking
20:25–20:30	Speech by the Chairperson of the Association (Session 2014–2015)
20:30–20:35	Presentation of souvenirs to Guests of Honour and photo taking



20:35–21:30	Refreshment
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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.

➤ Rundown:

- The battery of one of the cameras was dead. The equipment should be checked before the ceremony.



7.2.2 Report on Mixer (Semester 2, 2013–2014)

Person-In-Charge:

CHAU Shing Yi Sabrina
Financial Secretary
CSA, ENS, HKUSU
Session 2014–2015

Introduction:

Mixer (Semester 2, 2013–2014) was a buffet-like function which was organised to provide an opportunity for students and staff of the Department to get acquainted.

Aims:

- To provide a relaxing environment for the students and the staff of the Department to communicate
- To provide an opportunity for the students to know more about the Department
- To provide an opportunity for the Members to know each other
- To introduce the Department to the Freshmen

Date:

15th April 2014 (Tuesday)

Time:

12:30–14:30

Venue:

UG205, Union Building, The University of Hong Kong

Resources borrowed:

- Pull up banners from the Department
- Food tongs from 鴻興茶餐廳

Details:

- The starting time was delayed by 5 minutes.
- Prize Presentation Ceremony of Teaching Excellence Award of 2012–2013 and Best tutor Excellence Awards of 2012–2013 was held.
- 20 trays of refreshment were provided.
- 23 bottles of drinks were provided.

Number of participants:

Around 80



Rundown:

15th April 2014 (Tuesday)

12:35–12:40	Speech by Professor Benjamin C.M. Kao (Deputy Head (Academic))
12:40–12:45	Speech by the Chairperson of the Association (Session 2014–2015)
12:45–12:50	Prize presentation ceremony of Teaching Excellence Award 2012–2013 and Best Tutor Awards of 2012–2013
12:50–12:55	Photo taking
12:55–14:30	Refreshment

Evaluations:

- Preparation:
 - The time spent on setting up the venue was satisfactory.
- Rundown:
 - The venue was not large enough to serve all the participants, the photo taking was hard to take place.
 - Some participants recommended that more chicken wings should be provided.
 - The number of participants was satisfactory.
 - The quantity of food were satisfactory.
 - Utensils were enough.
- Post-activity:
 - The time spent on packing and cleaning was satisfactory.



7.2.3 Report on Superpass Day (Semester 2, 2013–2014)

Person-In-Charge:

TAM Chi Ho Jerry
Internal Vice-chairperson and Acting Social Secretary
CSA, ENS, HKUSU
Session 2014–2015

Introduction:

Superpass Day included Superpass Fai-chun Writing and Superpass Dinner. It was a tradition of the University and it was believed that students would get excellent results in the examinations after Superpass Day.

Aims:

- To promote communication and friendship among the Members
- To provide an opportunity for the Members to experience the Superpass tradition of the University

Date:

29th April 2014 (Tuesday)

Time:

13:00–22:00

Venues:

- Superpass Fai-chun Writing:
 - Counter outside Room 311, Haking Wong Building, The University of Hong Kong
- Superpass Dinner:
 - 濠記, 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

Fee:

HK\$60 per participant

Resources borrowed:

- Cleaver and cutting board from 濠記
- Tables from the Department

Details:

- A board was provided to post the Fai-chun.
- Superpass Fai-chun Writing was free of charge.



- Superpass Fai-chun could be taken away.
- The assembling venue for Superpass Dinner was outside Room 311, Haking Wong Building, The University of Hong Kong.

Number of participants:

27

Rundown:

29th April 2014 (Tuesday)

13:00–18:30	Hosting the counter and organising Superpass Fai-chun Writing
18:30–19:15	Assembling and leading the participants to the restaurant
19:15–19:30	Introducing the Superpass tradition of the University
19:30–20:15	Chopping of the roasted piglet
20:15–21:30	Cheer and dinner
21:30–21:45	Distribution of red packets
21:45–22:00	Photo taking

Evaluations:

- Preparation:
 - Food tasting should be done before choosing the restaurant.
 - Posters were prepared on time.
- Rundown:
 - There were enough red papers for writing Fai-chun.
 - The amount of food was more than enough for participants.



7.2.4 Report on Orientation Programme 2014—Registration Day

Person-in-Charge:

NG Yee Ling Corrina

External Vice-chairperson and Acting Marketing Secretary

CSA, ENS, HKUSU

Session 2014–2015

Introduction:

The Freshmen were acknowledged about their opportunities to participate in the coming Orientation Camp. Registration and payment were done inside the booth set up by the Association. The Orientation Programme 2014—Registration Day also gave the Freshmen the introduction to the Curriculum and also the Department.

Aims:

- To introduce the University and the Department to the Freshmen
- To publicize the details of Orientation Programme 2014—Orientation Camp

Dates:

13th August 2014(Wednesday)—14th August 2014 (Thursday)

Time:

09:30–20:00

Venue:

Room 231 and 232, Haking Wong Building, The University of Hong Kong

Resources borrowed:

- Foam boards from the Technical Office of the Department
- Sand bags from HKUSU
- Chairs from HKUSU
- Tables from HKUSU



Details:

- 1 Ex-Co was sent to assist HKUSU on the 13th of August and ENS, HKUSU on the 14th of August
- 6 Ex-Co were taking turns to be on-duty at the booth. 2 were allowed to take a break every hour, 1 was at the service counter and 3 were to reach out to the Freshmen.
- Ex-Co at the service counter were responsible of explaining the Return Policy to the Freshmen and giving out receipts to the Freshmen who had registered and paid for the Orientation Programme 2014—Orientation Camp.
- Online registration form linked to the website of the Department was used.
- A total of 265 iZone were given out to the Freshmen who entered the room. The remaining 35 printed copies were left in computer labs for reference of the other parties.
- Explanations on the Curriculum and Orientation Programme 2014—Orientation Camp were offered.
- Photos of past Orientation Camps were displayed on a laptop at the service counter.
- Balloons, a banner, a pull up banner of the Association and T-shirts of Orientation Programme 2014—Orientation Camp and hats were used to decorate the booth.
- Logo of CSpirit was used as a display on the floor.

Number of Participants:

Around 300

Evaluations:

- Preparation:
 - The printing cost of iZone were reduced by printing through ePrint.
 - Online registration webpage publicized on webpage of the Department had helped in increasing the number of participants of the Orientation Programme 2014—Orientation Camp.
 - One full day was used to clean and set up the booth for Registration Day.
 - Sponsorship was necessary to support the printing of iZone and the banner of Orientation Programme 2014—Orientation Camp, as well as decoration materials such as Scotch tapes, colour papers and other stationeries.
- Rundown:
 - Online registration webpage helped in building a professional image of the Association.



- Ex-Co on duty had to know about the career prospects and the Curriculum, as well as the benefits that the Freshmen could obtained through their participations in the Orientation Programme 2014—Orientation Camp.
- Having two out of four walls of the booth opened welcomed the entrance of a lot of the Freshmen into the booth.
- Orientation Regulations were followed.
- Most of the Freshmen had not chosen a major under the Faculty of Engineering.



7.2.5 Report on Orientation Programme 2014—Orientation Camp

Person-in-Charge:

CHAN Ho Wah David
Chairperson
CSA, ENS, HKUSU
Session 2014–2015

Introduction:

Orientation Programme 2014—Orientation Camp helped the Freshmen make friends with each other through different games and tasks. The Freshmen were able to be familiar to the Department and the Association better. It provided a stepping stone for them to adapt to a new study environment and the culture of the University.

Aims:

- To provide a chance for the Freshmen to make friends with each other and the current students
- To provide a chance for the Freshmen to understand the Department and the Association better
- To introduce the culture of the University to the Freshmen
- To introduce the Curriculum to the Freshmen

Dates:

20th August 2014 (Wednesday)–22nd August 2014 (Friday)

Time:

09:00 (20th August 2014)–12:20 (22nd August 2014)

Venues:

- Gathering venue:
 - LE4, Library Extension Building, The University of Hong Kong
- Campsite:
 - Tung Tsz Scout Centre
- Beach games venue:
 - Lido Beach

Theme:

Pirate



Fee:

- HK\$480 per participant (for the Freshmen)
- HK\$350 per participant (for Ex-Co and helpers)

Number of participants:

39 in total

Current Ex-Co: 7

Central Helper: 1

Group Leaders: 6

The Freshmen: 25

Resources borrowed:

- Water guns from ENS, HKUSU
- Eye masks from ENS, HKUSU
- Microphones from HKUSU
- Public Address System (Portable Type) from HKUSU
- Trolley from HKUSU

Guest:

Dr. Anthony T. C. Tam (Academic Advisor of the Department)

Group leaders:

Lam Ka Wai (BEng 1)

Chan Ka Chun (BEng 1)

Cai Tung San (BEng 1)

Yeung Pui Ying (BEng 1)

Wong Tsan Kwong (BEng 1)

Ho Ka Miu (BEng 1)

Central helper:

Choi Chi Hin (BEng 1)

Groups:

店過師父

果然係最 champ

得左



Rundown:

20th August 2014 (Wednesday)

09:00–09:45	Gathering
09:45–09:50	Briefing of Orientation Programme 2014—Orientation Camp
09:50–09:55	Speech by the Chairperson of the Association (Session 2014–2015)
09:55–10:00	Speech by Dr. Anthony T. C. Tam (Academic Advisor of the Department)
10:00–10:30	Ice-breaking games
10:30–11:00	Discussion of group names
11:00–17:30	Hong Kong Orienteering
17:30–18:00	Settle down
18:00–19:00	Cheer and dinner
19:00–19:30	CS Cheers teaching
19:30–22:30	Detective game

21st August 2014 (Thursday)

07:30–08:00	Morning call
08:00–09:00	Cheer and breakfast
09:00–11:30	Mass games
11:30–12:00	Preparing to beach
12:00–13:00	Cheer and lunch
13:00–13:45	Travelling to beach
13:45–17:15	Beach games



17:15–17:45	Settle down
17:45–18:30	Travelling to campfire site
18:30–19:30	Cheer and dinner
19:30–20:00	Settle down
20:00–21:30	Campfire

22nd August 2014 (Friday)

07:30–08:00	Morning call
08:00–08:40	Cheer and breakfast
08:40–09:10	CS Cheers practice
09:10–09:30	CS Cheers demonstration
09:30–10:00	Voting
10:00–10:30	Time for the past Ex-Co
10:30–10:40	Announcing voting results
10:40–10:50	Prize presentation
10:50–11:20	Photo taking
11:20–12:20	Message leaving

Result:

果然係最 champ and 得左 were the champions.

Evaluations:

- Preparation:
 - More helpers should be recruited.
 - More past Ex-Co should be invited.



- The breakfast was unsatisfactory.

Rundown:

➤ Day 1:

- There should be more indoor tasks for Hong Kong Orienteering to limit the effect of the bad weathers.
- The Freshmen were willing to learn CS Cheers.
- The atmosphere of detective game was good.

➤ Day 2:

- The atmosphere of mass games was good.
- The duration of each mass games cost more time than expected.
- Revelation of Spy was cancelled due to lack of helpers.
- Campfire was delayed because more time was needed to set up the campfire.
- Some campfire songs should be taught before campfire.
- The campfire was small.

➤ Day 3:

- CS cheers demonstration was satisfactory.
- Atmosphere of message leaving session was good, but it lasted unexpectedly long.



7.2.6 Report on Mixer (Semester 1, 2014–2015)

Person-In-Charge:

CHAU Shing Yi Sabrina
Financial Secretary
CSA, ENS, HKUSU
Session 2014–2015

Introduction:

Mixer (Semester 1, 2014–2015) was a buffet-like function which was organised to provide an opportunity for students and staff of the Department to get acquainted.

Aims:

- To provide a relaxing environment for the students and the staff of the Department to communicate
- To provide an opportunity for the students to know more about the Department
- To provide an opportunity for the Members to know each other
- To introduce the Department to the Freshmen

Date:

11th September 2014 (Thursday)

Time:

13:30–15:00

Venue:

Union Foyer, Union Building, The University of Hong Kong

Resources borrowed:

- Food tongs from 鴻興茶餐廳
- Microphone from HKUSU
- Pull up banners from the Department
- Public Address System (Portable Type) from HKUSU
- Long tables from HKUSU

Details:

- 18 trays of refreshment were provided.
- 22 bottles of drinks were provided.

Number of participants:

Around 80



Rundown:

11th September 2014 (Thursday)

13:30–13:35	Speech by Professor Benjamin C.M. Kao (Deputy Head (Academic))
13:35–13:40	Speech by the Chairperson of the Association (Session 2014–2015)
13:40–13:50	Photo taking
13:50–15:00	Refreshment

Evaluations:

- Preparation
 - The time spent on setting up the venue was satisfactory.
- Rundown
 - The number of participants was satisfactory.
 - Some participants recommended that more vegetarian dishes can be served.
 - The quantity of food was satisfactory.
 - Utensils were enough.
- Post-activity:
 - The time spent on packing and cleaning was satisfactory.



7.2.7 Report on Superpass Day (Semester 1, 2014–2015)

Person-In-Charge:

TAM Chi Ho Jerry
Internal Vice-chairperson and Acting Social Secretary
CSA, ENS, HKUSU
Session 2014–2015

Introduction:

Superpass Day included Superpass Fai-chun Writing and Superpass Dinner. It was a tradition of the University and it was believed that students would get excellent results in the examinations after Superpass Day.

Aims:

- To promote communication and friendship among the Members
- To provide an opportunity for the Members to experience the Superpass tradition of the University

Date:

27th November 2014 (Thursday)

Time:

13:00–22:00

Venues:

- Superpass Fai-chun Writing:
 - Counter outside Room 311, Haking Wong Building, The University of Hong Kong
- Superpass Dinner:
 - 濠記, 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

Fee:

HK\$60 per participant

Resources borrowed:

- Cleaver and cutting board from 濠記
- Tables from the Department

Details:

- A board was provided to post the Fai-chun.
- Superpass Fai-chun Writing was free of charge.



- Superpass Fai-chun could be taken away.
- The assembling venue for Superpass Dinner was outside Room 311, Haking Wong Building, The University of Hong Kong.

Number of participants:

25

Rundown:

27th November 2014 (Thursday)

13:00–18:30	Hosting the counter and organising Superpass Fai-chun Writing
18:30–19:15	Assembling and leading the participants to the restaurant
19:15–19:30	Introducing the Superpass tradition of the University
19:30–20:15	Chopping of the roasted piglet
20:15–21:30	Cheer and dinner
21:30–21:45	Distribution of red packets
21:45–22:00	Photo taking

Evaluations:

- Preparation:
 - Food tasting should be done before choosing the restaurant.
 - Posters were prepared on time.
- Rundown:
 - There were enough red papers for writing Fai-chun.
 - The amount of food was enough for participants.



7.2.8 Report on Welfare Week

Person-in-Charge:

JIANG Ling Jane

Welfare Secretary and Acting Information Secretary

CSA, ENS, HKUSU

Session 2014–2015

Introduction:

Welfare Week was a function that provided welfare products and past association products at favourable prices for the Members to buy.

Aims:

- To provide welfare to the Members

Date		Time	Venue
26 th January 2015	Monday	12:00–15:00	Counter outside Room 311, Haking Wong Building, The University of Hong Kong
27 th January 2015	Tuesday	12:00–15:00	
28 th January 2015	Wednesday	13:00–16:00	
29 th January 2015	Thursday	13:00–16:00	
30 th January 2015	Friday	12:00–15:00	

Resource borrowed:

- Tables from the Department

Details:

- One new product had been made, which was Association Hoodie (2014–2015).
- Association Coffee Mug with new design was available for sale.
- Discounts had been given to Association Coffee Mug, Association Hoodie (2014–2015), Association Paper (2012–2013), Association T-shirt (2013–2014).
- Give away one notebook sleeve (14') for every purchase of hoodie.



- Free gifts for every purchase.

Evaluation:

- Overall:
 - There were available resources that can be distributed to the Members as gifts (e.g., past association products, folders, etc).



7.3 Welfare and Service Report

7.3.1 Report on Association Coffee Mug Sales

Person-in-Charge:

JIANG Ling Jane

Welfare Secretary and Acting Information Secretary

CSA, ENS, HKUSU

Session 2014–2015

Introduction:

The item was produced in 2010. The remaining stock was re-designed for sale.

Aim:

- To provide welfare to the Members

Period:

January 2015–February 2015

Details:

Item	Price			Sold
	Member	Non-member	Welfare Week	
Association Coffee Mug	HK\$55	HK\$65	HK\$50	7

Evaluations:

- Overall
 - The sales were satisfactory.
 - It was recommended to have more promotion on this item.



7.3.2 Report on Association Football Team

Person-in-Charge:

NIP Chi Fung Terry

Internal General Secretary, Acting External General Secretary and Acting Sports Secretary
CSA, ENS, HKUSU

Session 2014–2015

Introduction:

Association Football Team was formed to gather the Members to play football.

Aims:

- To arouse the Members' interest in sports
- To have a team representing CSA, ENS, HKUSU in matches

Details:

- 1 friendly match was played with IEA, ENS, HKUSU.
- 1 training session was held.

Number of Participants:

8

Team Members:

- Captain:
 - Nip Chi Fung (BEng (CompSc) 2)
- Members:
 - Chan Ho Wah (BEng (CompSc) 2)
 - Lee Jin Man (BEng (CompSc) 3)
 - Low Hau Sum (BEng (CompSc) 3)
 - Ng Tsz Ho (BEng (CompSc) 3)
 - Tam Chi Ho (BEng (CompSc) 2)
 - Wong Kwan Wai (BEng (CompSc) 3)
 - Wong Yiu Hang (BEng (CompSc) 2)

Evaluations:

- Overall:
 - It was recommended to have more promotion on the team.



7.3.3 Report on Association Hoodie Sales

Person-in-Charge:

JIANG Ling Jane

Welfare Secretary and Acting Information Secretary

CSA, ENS, HKUSU

Session 2014–2015

Introduction:

Association Hoodie (2014–2015) was produced in this year. It was ordered in Zitison Limited.

Aim:

- To provide welfare to the Members

Period:

November 2014–February 2015

Details:

Item	Price			Sold
	Member	Non-member	Welfare Week	
Association Hoodie (2014–2015)	HK\$125	HK\$135	HK\$120	40

Evaluations:

- Overall
 - The sales were satisfactory.
 - It was recommended to order more hoodies of larger size.



7.3.4 Report on Association T-shirt Sales

Person-in-Charge:

JIANG Ling Jane

Welfare Secretary and Acting Information Secretary

CSA, ENS, HKUSU

Session 2014–2015

Introduction:

Association T-shirt (2013–2014) was produced in 2014. It was ordered in DOS International Limited.

Aim:

- To provide welfare to the Members

Period:

January 2014–February 2015

Details:

Item	Price			Sold
	Member	Non-member	Welfare Week	
Association T-shirt (2013–2014)	HK\$55	HK\$65	HK\$50	9

Evaluation:

- Overall
 - The sales were satisfactory.



7.3.5 Report on Borrowing of Recreational Facilities

Person-in-Charge:

JIANG Ling Jane

Welfare Secretary and Acting Information Secretary

CSA, ENS, HKUSU

Session 2014–2015

Introduction:

A list of items, such as stationery, board games, balls, were available for the Members to borrow during the Ex-Co duty time in CS' Area.

Aim:

- To provide welfare to the Members

Details:

- Board Games
 - Carcassonne
 - Chinese Chess
 - Connect Four
 - Go
 - Health & Happiness Chess
 - Magnetic Aeroplane Chess
 - Magnetic Soccer Chess
 - Marble Chess
 - Monopoly Deal
 - Pictionary
 - Playing Card
 - SanGuoSha
- Sports Items
 - Basketball
 - Football
 - Hula Hoop
 - Shuttlecock & Badminton Racket
 - Table Tennis Bat & Ping-Pong Ball
- Stationery
 - Cutter Plate



- Key Punch
- Other Items
 - Air Pump
 - Lighter
 - Megaphone
 - Mini Football
 - Set of Toy Bowling
 - Timer

Evaluation:

- Overall:
 - It was recommended to have more promotion on Borrowing of Recreational Facilities.



7.3.6 Report on Class Photo Taking

Person-in-Charge:

JIANG Ling Jane

Welfare Secretary and Acting Information Secretary

CSA, ENS, HKUSU

Session 2014–2015

Introduction:

Class photos were taken for each class of the Curriculum.

Aim:

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

Arranged Time Slots and Venues:

Preferred participant	Time	Venue
CS Year 2 in 4-year curriculum	12:25, 23 rd January 2015 (Friday)	Open area outside Theatre A, Chow Yei Ching Building
CS Year 3 in 3-year curriculum	17:25, 23 rd January 2015 (Friday)	
CS Year 3 in 4-year curriculum	13:25, 22 nd January 2015 (Thursday)	

Evaluation:

- Overall:
 - It was difficult to gather every student for each class. It was recommended to invite class professors and take photos together with students, otherwise students may have less motivation to collaborate.



7.3.7 Report on Departmental Windbreaker Sales

Person-in-Charge:

JIANG Ling Jane

Welfare Secretary and Acting Information Secretary

CSA, ENS, HKUSU

Session 2014–2015

Introduction:

This item featuring the name of the Department was produced in 2007. The remaining stock was available for sale.

Aim:

- To provide welfare to the Members

Period:

November 2007–February 2015

Details:

Item	Price		Sold
	Member	Non-member	
Departmental Windbreaker	HK\$100	HK\$120	0

Evaluation:

- Overall:
 - The sales were not satisfactory since the size of remaining one is too large.



7.3.8 Report on Departmental Mobile Chain Sales

Person-in-Charge:

JIANG Ling Jane

Welfare Secretary and Acting Information Secretary

CSA, ENS, HKUSU

Session 2014–2015

Introduction:

This item featuring the name of the Department was produced in 2007. The remaining stock was available for sale.

Aim:

- To provide welfare to the Members

Period:

November 2007–February 2015

Details:

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

Evaluations:

- Overall:
 - The sales were not satisfactory.
 - It was recommended to have more promotion on this item.



7.3.9 Report on Marketing Activities

Person-in-Charge:

NG Yee Ling Corrina

External Vice-chairperson and Acting Marketing Secretary

CSA, ENS, HKUSU

Session 2014–2015

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 organising functions

Details:

The followings were sponsoring bodies in different functions with the type of sponsorship bracketed.

- Sponsoring Organisations of Inauguration Ceremony :
 - HKU Student Union's Printing Shop (Cash)
 - A-Design (Hong Kong) Limited (Cash)
 - 寶蓮苑 (Food)
 - 可可店 (Food)
 - 飲冰室 (Food)
 - 德記潮州菜館 (Food)
- Sponsoring Individual:
 - Prof. Benjamin C.M. Kao (Cash)
 - Prof. Y.Z. Yu (Cash)
 - Dr. K.P. Chan (Cash)
 - Dr. Kenneth K.Y. Wong (Cash)
 - Dr. C.K. Chui (Cash)
 - Dr. Anthony T. C. Tam (Cash)
- Sponsoring Organisations of Orientation Programme 2014:
 - CEDARS (Cash)



- The Department (Cash)
- Zitison Limited (Sponsor products)

Evaluations:

- Overall:
 - Different sponsor schemes from CEDARS should be explored.
 - The Department was supportive financially.
 - Finding sponsorship from shops to shops were not efficient, yet worth trying.
 - Sponsor products were useful for members.
 - It was recommended to find sponsorship for the entire annual plan, instead of function-by-function.



7.3.10 Report on Membership Card

Person-in-Charge:

JIANG Ling Jane

Welfare Secretary and Acting Information Secretary

CSA, ENS, HKUSU

Session 2014–2015

Introduction:

Membership Card was to identify the membership of the Association and issued to the Members. For Full Member, it was valid from the first day of the first semester of an academic year to the thirtieth day to the first semester of the next academic year.

Aim:

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

Evaluation:

- Overall:
 - Promotion on the renewal of Membership Card was not enough.



7.3.11 Report on Newsletter Publication

Person-In-Charge:

LAM Wan Yiu Enid

Publication and Publicity Secretary

CSA, ENS, HKUSU

Session 2014–2015

Introduction:

Newsletters were published to promote and summarize the events of the Association. It also served as an official channel between the Association and the Members. Newsletters were available in printed version and electronic version. Grayscale-printed Newsletters were generally displayed in Room 310, Haking Wong Building, The University of Hong Kong; Room 312, Haking Wong Building, The University of Hong Kong; Room 335A, Haking Wong Building, The University of Hong Kong; Room LG103, Chow Yei Ching Building, The University of Hong Kong; and at CS' Area. But Room 310, Haking Wong Building, The University of Hong Kong; Room LG103, Chow Yei Ching Building, The University of Hong Kong; were closed in Semester 2 (2013–2014) and Semester 1(2014–2015) respectively. Colour-printed newsletters could be displayed at the Association Board of the Association while electronic newsletters were available on the website of the Association.

Aims:

- To promote upcoming events of the Association to the Members and public
- To provide reviews of the events of the Association to the Members and public

Details:

The followings were the newsletter issues of the CSA, ENS, HKUSU, Session 2014–2015.

- Issue JUN 2014
 - Cover Story
 - ◆ Introduction of CSpirit
 - Function Preview
 - ◆ Orientation Programme 2014
 - Function Review
 - ◆ Inauguration Ceremony
 - ◆ Mixer (Semester 2, 2013–2014)
 - ◆ Superpass Day (Semester 2, 2013–2014)
- Issue FEB 2015
 - Cover Story
 - ◆ Farewell Message



- Function Review
 - ◆ Mixer (Semester 1, 2014–2015)
 - ◆ Orientation Programme 2014
 - ◆ Superpass Day (Semester 2, 2014–2015)
 - ◆ Welfare Week

Evaluations:

- Overall:
 - Deadlines should have been strictly followed in order to avoid delay in publication.
 - It was recommended to place some copies of the newsletter in the General Office of the Department.
 - Sponsorship could have been found for the newsletters in order to provide funding for distributing color-printed version.



7.3.12 Report on Other Products Sales

Person-in-Charge:

JIANG Ling Jane

Welfare Secretary and Acting Information Secretary

CSA, ENS, HKUSU

Session 2014–2015

Introduction:

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

Aim:

- To provide welfare to the Members

Period:

March 2012–February 2015

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



7.3.13 Report on Souvenirs for Graduates

Person-in-Charge:

JIANG Ling Jane

Welfare Secretary and Acting Information Secretary

CSA, ENS, HKUSU

Session 2014–2015

Introduction:

Souvenirs were designed and given out to the Members on the day of FYP exhibition.

Aim:

- To provide welfare to the Members

Date:

5th May, 2014 (Monday)

Details:

- 70 copies were made where 55 of them were distributed.

Evaluation:

- Overall:
 - It was recommended to design another type of product to be souvenirs.



7.3.14 Report on Stationery Sales

Person-in-Charge:

JIANG Ling Jane

Welfare Secretary and Acting Information Secretary

CSA, ENS, HKUSU

Session 2014–2015

Introduction:

Association Paper (2012–2013) was produced in 2013. The remaining stock was available for sale.

Aim:

- To provide welfare to the Members

Period:

November 2007–February 2015

Details:

Item	Price			Sold
	Member	Non-member	Welfare Week	
Association Paper (2012–2013)	HK\$12	HK\$15	HK\$11	4

Evaluations:

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



7.4 External Affair Report

7.4.1 Report on Joint Universities Computer Association (JUCA)

Person-in-Charge:

NG Yee Ling Corrina

External Vice-chairperson and Acting Marketing Secretary

CSA, ENS, HKUSU

Session 2014–2015

Introduction:

JUCA was established in 1995, to gather computer-related academic student organizations of the local universities. It served as a platform to encourage communication among students in the universities involved. Several functions were organised which allows participation of students studying computer-related subjects.

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. There was no common agreement that re-establishment of JUCA is necessary to ensure the welfare of members of each societies is enhanced.

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, HKUSTSU
- 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:

- JUCA shall re-established when way of keeping operation of JUCA sustainable is found.



7.4.2 Report on relationship with other academic bodies

Person-in-Charge:

NG Yee Ling Corrina

External Vice-chairperson and Acting Marketing Secretary

CSA, ENS, HKUSU

Session 2014–2015

Within the University:

- Engineering Society, Hong Kong University Students' Union (ENS, HKUSU)
 - Engineering Society, HKUSU is the representative body for all students in the Faculty of Engineering, The University of Hong Kong.
 - The relationship between the Association and Engineering Society, HKUSU was good this year. The Engineering Society, HKUSU provided assistance to the Association on orientation matters. Also, the Engineering Society HKUSU also assisted the Association on collection on membership fees.
- Civil Engineering Society, Engineering Society, HKUSU (CES, ENS, HKUSU)
 - CES, ENS, HKUSU is a student organization working on promotion of their members' welfare in academic, social and career aspects.
 - The relationship between the Association and CES, ENS, HKUSU was good this year. CES, ENS, HKUSU and our Association compromised on the orientation matters.
- Electrical and Electronic Engineering Association, Engineering Society, HKUSU (EEEE, ENS, HKUSU)
 - EEEA, ENS, HKUSU is a student organization serving the staffs and students in the Department of Electrical and Electronic Engineering, The University of Hong Kong in many ways.
 - The relationship between the Association and EEEA, ENS, HKUSU was good this year. EEEA, ENS, HKUSU and our Association compromised on the orientation matters.



- Industrial Engineering Association, ENS, HKUSU (IEA, ENS, HKUSU)
 - IEA, ENS, HKUSU is a student organization serving staff and students in the Department of Industrial and Manufacturing Systems Engineering, The University of Hong Kong.
 - The relationship between the Association and IEA, ENS, HKUSU was good this year. IEA, ENS, HKUSU and our Association compromised on the orientation matters. A football competition among IEA, ENS, HKUSU and our Association was held.

- 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).
 - 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. Assistance was provided by our Association to assist ISA, BEA, HKUSU in solving timetable clashing matters for the Computer Science subjects.

- 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.
 - The relationship between the Association and MES, ENS, HKUSU was good this year. MES, ENS, HKUSU and our Association compromised on the orientation matters.

- 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).
 - There were no executive members from MEDES, ENS, HKUSU this session. Representative from the Medical Engineering department and our Association compromised on the orientation matters.



- The HKU Journal of Technology (TechKU)
 - TechKU delivered tech news headlines with a hyperlocal and university perspective at HKU. TechKU was supported by the Faculty of Engineering, HKU.
 - Our Association assisted TechKU on the publicity of Girls4Tech event. Our members also contributed to TechKU as writers and web designers.

Outside the University:

Some societies maintained a good relationship with the Association. The societies involved were 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, HKUSTSU
- 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:

- Through communication among different societies, the understanding of their culture and nature helped to improve our relationships. There are opportunities to hold joint society functions in the later sessions. This also raised the public awareness and social respect of the Association.
- To enhance the communication among different societies, attending others' inauguration ceremonies was crucial to get the contacts of different societies. Besides, Facebook groups or WhatsApp groups could be created in order to gather different representatives from different societies.



7.4.3 Report on participation in inauguration ceremonies of other societies

Person-in-Charge:

NG Yee Ling Corrina

External Vice-chairperson and Acting Marketing Secretary

CSA, ENS, HKUSU

Session 2014–2015

Introduction:

The Association received invitations to inauguration ceremonies organised by various societies inside and outside the University. Ex-Co attended the ceremonies as representatives.

Aims:

- To establish good relationships with other societies
- To gain recognitions and awareness from other organisations
- To seek for cooperation opportunities

Participated inauguration ceremony of the following societies:

- Within the University:
 - Civil Engineering Society, Engineering Society, HKUSU
 - Industrial Engineering Association, Engineering Society, Hong Kong University Students' Union
 - Mechanical Engineering Society, Engineering Society, Hong Kong University Students' Union
- Outside the University:
 - Computer Science Society, City University of Hong Kong 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:

- By participating in other societies' inauguration ceremonies, social awareness of the Association and the Curriculum could be raised.



- Inauguration ceremonies were important occasions where communication between the Association and other student organisations could be enhanced. There were also great opportunities for co-operation such as joint society functions.



8 Annual Financial Report

Computer Science Association, Engineering Society, HKUSU, Session 2014–2015

Annual Financial Report For the Year Ended 27th February 2015 (Expressed in Hong Kong Dollars)

Income and Expenditure Account

	<u>Note</u>	<u>Income (\$)</u>	<u>Expenditure (\$)</u>
1. Activities and Functions			
Inauguration Ceremony	A1		400.17
Mixer (Semester 2, 2013–2014)	A2	0.00	
Superpass Day (Semester 2, 2013–2014)	A3		206.10
Orientation Programme 2014—Registration Day	A4		362.80
Orientation Programme 2014—Orientation Camp	A5	274.00	
Mixer (Semester 1, 2014–2015)	A6	0.00	
Superpass Day (Semester 1, 2014–2015)	A7	106.50	
Welfare Week	A8		35.00
2. Administration			
Annual Budget			80.00
Annual Report			900.00
Association Board Decoration			88.40
Grant for Proposed Cabinet			500.00
Photocopy			216.80
Stationary			81.00
3. Membership Subscription			
Existing Member (3-Year Curriculum, Expires on 2014)	(\$17.5 x 53)	927.50	
Existing Member (3-Year Curriculum, Expires on 2015)	(\$35 x 23)	805.00	
Existing Member (4-Year Curriculum, Expires on 2016)	(\$50 x 25)	1250.00	
New Member (4-Year Curriculum, Expires on 2017)	(\$25 x 33)	825.00	
New Member (4-Year Curriculum, Expires on 2015)	(\$25 x 6)	150.00	
4. Sports			
5. Welfare			
Class Photo			75.90
Newsletter			116.80
Souvenir for Graduates			881.03
Welfare Item Sales	C	286.20	
6. Others			
Bank Interest		0.23	
Gain on Annual Budget Payable		32.00	
Gain on Grant for Proposed Cabinet Payable		0.30	
Registration Fee	(\$10 x 39 + \$20 x 5)	490.00	
Total		5146.73	3944.00
Surplus/ (Deficit) of Session 2014–2015			1202.73



Balance Sheet as at 27th February, 2015

	<u>Note</u>	<u>\$</u>	<u>\$</u>
Current Assets			
Bank		33788.38	
Cash		855.70	
Stock		2145.40	
Total Current Assets			36789.48
Less: Current Liabilities			
Annual Budget Payable		80.00	
Annual Report Payable		900.00	
Newsletter Payable		24.00	
Grant for Proposed Cabinet Fee Payable		500.00	
Prepaid Membership Fee	B2	6552.50	
Total Current Liabilities			8056.50
Net Current Assets			28732.98
Balanced by:			
Accumulated Funds b/f from Session 2013–2014			
Current Assets			
Bank		29096.75	
Cash		2428.10	
Stock		2988.20	
Total Current Assets			34513.05
Less: Current Liabilities			
Annual Budget Payable		80.00	
Annual Report Payable		900.00	
Class Photo Payable		92.80	
Grant for Proposed Cabinet Payable		500.00	
Prepaid Member Fee	B1	5410.00	
Total Current Liabilities			6982.80
Net Current Assets			27530.25
Add: Surplus/ (Deficit) of Session 2014–2015			1202.73
Accumulated Fund c/f			28732.98

Prepared by
CHAU Shing Yi, Sabrina

Approved by,
CHAN Ho Wah, David

Audited by
Professor W. Wang

Financial Secretary,
Computer Science Association,
Engineering Society,
HKUSU,
Session 2014–2015

Chairperson,
Computer Science Association,
Engineering Society,
HKUSU,
Session 2014–2015

Honorary Auditor,
Computer Science Association,
Engineering Society,
HKUSU,
Session 2014–2015



Association Chop



Notes to Annual Financial Report

A. Details of Activities and Functions

1. Inauguration Ceremony

	<u>Income(\$)</u>	<u>Expenditure(\$)</u>
Sponsorship from Shops	500.00	
Sponsorship from Teaching Staff	850.00	
Adhesive Tape (\$3 x 3)		9.00
Banner		120.00
Booklet (\$4 x 60)		240.00
Bottled Drink		184.60
Candle (50 Units)		36.90
Foodstuff		280.00
Invitation Card (\$2 x 10)		20.00
Name Pad (\$2 x 10)		20.00
Paper for Booklet and Name Tag		48.00
Paper for Invitation Card		28.00
Paper Plate (25 Units) (\$14.9 x 2)		29.80
Plastic Cup (50 Units) (\$14.8 x 6)		88.80
Poster (\$2 x 7)		14.00
Signature Book		50.00
Signature Pen (\$10 x 2)		20.00
Souvenir for Guests		561.07
Total	1350.00	1750.17
Surplus / (Deficit)		(400.17)

2. Mixer (Semester 2, 2013–2014)

	<u>Income(\$)</u>	<u>Expenditure(\$)</u>
Funding from the Department	3809.20	
Bottled Drink		270.70
Facial Tissue (5 Boxes)		16.90
Foodstuff (\$2800 + \$435)		3235.00
Paper Plate (25 Units) (\$14.9 x 8)		119.20
Plastic Cup (50 Units) (\$14.9 x 4)		59.20
Plastic Fork (10 Units) (\$3.2 x 18)		57.60
Poster (\$2 x 7)		14.00
Road Guide (\$0.11 x 20)		2.20
Rubbish Bag (30 Units)		18.50
Table Cloth (30 Units)		15.90
Total	3809.20	3809.20
Surplus / (Deficit)		0.00



Notes to Annual Financial Report

3. Superpass Day (Semester 2, 2013–2014)

		<u>Income(\$)</u>	<u>Expenditure(\$)</u>
Application Fee	(\$60 × 27)	1740.00	
Calligraphy Tool Set	(\$10 × 2)		20.00
Catering Fee			1868.00
Poster	(\$2 × 7)		14.00
Superpass Red Packet	(\$1.3 × 26 + \$10.3)		44.10
Total		1740.00	1946.10
Surplus / (Deficit)			(206.10)

4. Orientation Programme 2014—Registration Day

		<u>Income(\$)</u>	<u>Expenditure(\$)</u>
Sponsorship from CEDARS		1000.00	
Banner			120.00
Decoration			57.80
iZone			1185.00
Total		1000.00	1362.80
Surplus / (Deficit)			(362.80)

5. Orientation Programme 2014—Orientation Camp

		<u>Income(\$)</u>	<u>Expenditure(\$)</u>
Application Fee for Ex-Co	(\$350 × 7)	2450.00	
Application Fee for the Freshmen	(\$480 × 25)	12000.00	
Application Fee for Helpers	(\$350 × 7)	2450.00	
Application Fee for Past Ex-Co	(\$72 × 4)	288.00	
Sponsorship from the Department		4200.00	
Air Conditioning Fee			220.00
Booklet			39.00
Campfire	(\$800 + \$160 + \$15 + \$10)		985.00
Campsite Booking	(\$0.15 × 400)		60.00
Campsite Fee	(\$72 × 100)		7200.00
Catering Fee	(\$15 × 80 + \$28 × 80 + \$37 × 40)		4920.00
Cheers Paper	(\$25 × 3)		75.00
Coach			1800.00
Game Expenses			698.40
Orientation Programme 2014 T-Shirt	(\$26.5 × 168)		4452.00
Poster for Recruitment	(\$2 × 7)		14.00
Prize			150.60
Van	(\$250 × 2)		500.00
Total		21388.00	21114.00
Surplus / (Deficit)			274.00



Notes to Annual Financial Report

6. Mixer (Semester 1, 2014–2015)

		<u>Income(\$)</u>	<u>Expenditure(\$)</u>
Funding from the Department		3482.20	
Bottled Drink			270.70
Foodstuff	(\$2520 + \$435)		2955.00
Paper Cup (51 Units)	(\$19.5 × 4)		78.00
Paper Plate (10 Units)	(\$5 × 14 + \$7.5)		77.50
Plastic Fork (24 Units)	(\$3.5 × 20)		70.00
Poster	(\$2 × 7)		14.00
Road Guide	(\$0.2 × 10)		2.00
Wet Tissue (30 Units)			15.00
Total		<u>3482.20</u>	<u>3482.20</u>
Surplus / (Deficit)			<u>0.00</u>

7. Superpass Day (Semester 1, 2014–2015)

		<u>Income(\$)</u>	<u>Expenditure(\$)</u>
Application Fee	(\$60 × 25)	1500.00	
Catering Fee			1030.00
Poster	(\$2 × 7)		14.00
Roasted Pig			308.00
Superpass Red Packet	(\$1.3 × 24 + \$10.3)		41.50
Total		<u>1500.00</u>	<u>1393.50</u>
Surplus / (Deficit)			<u>106.50</u>

8. Welfare Week

		<u>Income(\$)</u>	<u>Expenditure(\$)</u>
Coffee Mug Paper	(\$1 × 21)		21.00
Poster	(\$2 × 7)		14.00
Total		<u>0.00</u>	<u>35.00</u>
Surplus / (Deficit)			<u>(35.00)</u>



Notes to Annual Financial Report

B. Details of Prepaid Membership Fee

1. Prepaid Membership Fees b/f from Session 2013–2014

<u>Expiry Year</u>	<u>Number of Members</u>	<u>Prepaid Amount (\$)</u>	<u>Sub-Total (\$)</u>
2014	53	17.50	927.50
2014	6	25.00	150.00
2015	23	52.50	1207.50
2016	25	125.00	3125.00
Total			5410.00

2. Prepaid Membership Fees c/f

<u>Expiry Year</u>	<u>Number of Members</u>	<u>Prepaid Amount (\$)</u>	<u>Sub-Total (\$)</u>
2015	23	17.50	402.50
2015	6	25.00	150.00
2016	25	75.00	1875.00
2017	33	125.00	4125.00
Total			6552.50



Notes to Annual Financial Report

C. Welfare Item Sales

1. Purchases and Stock

	Purchases			Opening Stock		Closing Stock	
	<u>Unit Price (\$)</u>	<u>Quantity</u>	<u>Amount (\$)</u>	<u>Quantity</u>	<u>Amount (\$)</u>	<u>Quantity</u>	<u>Amount (\$)</u>
Association Coffee Mug	52.00			22	1144.00	15	780.00
Association Hoodie (2014–2015)	113.50	40	4540.00			0	0.00
Association Paper (2012–2013)	11.70			65	760.50	61	713.70
Association T-Shirt (2013–2014)	48.00			12	576.00	3	144.00
CD-R	1.10			27	29.70	27	29.70
Departmental Mobile Chain	7.00			18	126.00	18	126.00
Departmental Windbreaker	105.00			1	105.00	1	105.00
DVD+R	1.40			76	106.40	76	106.40
DVD+R Double-Layer	5.50			8	44.00	8	44.00
Tissue	0.70			138	96.60	138	96.60
Total			<u>4540.00</u>		<u>2988.20</u>		<u>2145.40</u>

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 Coffee Mug	(Welfare Week Price)	50.00	7	350.00
Association Hoodie (2014–2015)	(Member Price)	125.00	10	1250.00
Association Hoodie (2014–2015)	(Non-Member Price)	135.00	0	0.00
Association Hoodie (2014–2015)	(Welfare Week Price)	120.00	30	3600.00
Association Paper (2012–2013)	(Member Price)	12.00	0	0.00
Association Paper (2012–2013)	(Non-Member Price)	15.00	0	0.00
Association Paper (2012–2013)	(Welfare Week Price)	11.00	4	44.00
Association T-Shirt (2013–2014)	(Member Price)	50.00	4	200.00
Association T-Shirt (2013–2014)	(Non-Member Price)	55.00	0	0.00
Association T-Shirt (2013 – 2014)	(Welfare Week Price)	45.00	5	225.00
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
Total				<u>5669.00</u>



Notes to Annual Financial Report

3. Surplus or Deficit

	\$	\$	\$
Sales			5669.00
Less: Cost of Goods Sold			
Opening Stock	2988.20		
Add: Purchases	4540.00		
		7528.20	
Less: Closing Stock		2145.40	
			5382.80
Surplus in Welfare Item Sales			<u>286.20</u>

(End of Annual Report)



CSpirit
Annual Report of
Computer Science Association,
Engineering Society, HKUSU,
Session 2014–2015