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Biterate

**Annual Report of
Computer Science Association,
Engineering Society, HKUSU,
Session 2015–2016**



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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

We, Biterate has achieved the goal to provide the Members the best service with both innovation and tradition.

In the word “Biterate”, ‘B’ is for break. Break is used to exit a loop in many programming languages. During the session, we have some innovative events such as Dumpling Day, Halloween Party and CS Hiking. The word “iterate” represents iteration. The Association has lots of traditional functions such as Orientation Camp and Superpass Day. We were able to maintain those traditions in the past year.

We observed that the Association had not enough large scale academic and career events in the past few years. Last year we were glad to co-operate with computer-related societies from other universities and hold University IT Exploration Conference successfully. We believe that the event can establish a positive image of the Association and maintain good relationship with other academic societies.

We, Biterate, has been whole-heartedly serving our members from the past year. We would like to thank all the helpers, the Members and the Department for their support and wish the Association a better future.

Prepared by,

TAM Hoi Kit
Chairperson
Computer Science Association,
Engineering Society, HKUSU,
Session 2015–2016



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 AGM or EGM convened specially for this purpose. A notice informing the proposed amendments shall be posted seven clear days before the General Meeting.



4 Agenda of Annual General Meeting of Computer Science Association, Engineering Society, HKUSU, Session 2015–2016

Annual General Meeting of Computer Science Association, Engineering Society, HKUSU, Session 2015–2016

Date: 24th February 2016

Time: 09:30

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 2016–2017
- 5 To receive and adopt the minutes of the Annual General Meeting, Computer Science Association, Engineering Society, HKUSU, Session 2014–2015
- 6 To receive and adopt the minutes of the 1st Extraordinary General Meeting, Computer Science Association, Engineering Society, HKUSU, Session 2015–2016
- 7 To receive and adopt the General Report of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2015–2016
- 8 To receive and adopt the Annual Functional Report of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2015–2016
- 9 To receive and adopt the Welfare and Service Report of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2015–2016
- 10 To receive and adopt the External Affair Report of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2015–2016
- 11 To receive and adopt the Annual Financial Report of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2015–2016
- 12 To receive and adopt the Annual Budget of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2016–2017
- 13 To elect the Honorary Members, if any
- 14 To amend the Constitution, if any
- 15 Any Other Business
- 16 Adjournment



Prepared by,

TAM Hoi Kit

Chairperson

Computer Science Association,

Engineering Society, HKUSU,

Session 2015–2016

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

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

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 2014–2015
the Constitution	The Constitution of the Association



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

Annual General Meeting Minutes

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

Date: 11th March 2015 (Wednesday)

Time: 11:00

Meeting Chairperson: CHAN Ho Wah David (Chairperson of CSA, ENS, HKUSU, Session 2014–2015)

Acting Honorary Secretary: NIP Chi Fung Terry (Internal General Secretary, Acting External General Secretary and Acting Sports Secretary of CSA, ENS, HKUSU, Session 2014–2015)

Returning Officer: CHOW, Chi Sing (Chairperson of Industrial Engineering Association, 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 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
-

1. Call to Order

Meeting Chairperson (CHAN Ho Wah David (CS2 (4-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2014–2015)) 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 11:05, 11th March 2015 (Wednesday), Meeting Chairperson (CHAN Ho Wah David (CS2 (4-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2014–2015)) announced that he had received Motion 01.

Motion that: “To appoint NIP Chi Fung Terry (UID: 2013571644) to be the acting Honorary Secretary of Annual General Meeting of CSA, ENS, HKUSU, Session 2014–2015.”

Proposer: TAM Chi Ho Jerry (CS2 (4-year curriculum), Internal Vice-chairperson and Acting Social Secretary of CSA, ENS, HKUSU, Session 2014–2015)

Seconder: NG Yee Ling Corrina (CS3 (4-year curriculum), External Vice-chairperson and Acting Marketing Secretary of CSA, ENS, HKUSU, Session 2014–2015)

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

At 11:07, 11th March 2015 (Wednesday), Meeting Chairperson (CHAN Ho Wah David (CS2 (4-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2014–2015)) announced that he had received Motion 02.

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

Proposer: TAM Chi Ho Jerry (CS2 (4-year curriculum), Internal Vice-chairperson



and Acting Social Secretary of CSA, ENS, HKUSU, Session 2014–2015)

Seconders: NG Yee Ling Corrina (CS3 (4-year curriculum), External Vice-chairperson and Acting Marketing Secretary of CSA, ENS, HKUSU, Session 2014–2015)

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

3. To receive and adopt the agenda

At 11:10, 11th March 2015 (Wednesday), Meeting Chairperson (CHAN Ho Wah David (CS2 (4-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2014–2015)) announced that he had received Motion 03.

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

Proposer: TAM Chi Ho Jerry (CS2 (4-year curriculum), Internal Vice-chairperson and Acting Social Secretary of CSA, ENS, HKUSU, Session 2014–2015)

Seconders: NG Yee Ling Corrina (CS3 (4-year curriculum), External Vice-chairperson and Acting Marketing Secretary of CSA, ENS, HKUSU, Session 2014–2015)

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

At 11:12, 11th March 2015 (Wednesday), Meeting Chairperson (CHAN Ho Wah David (CS2 (4-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2014–2015)) announced that he had received Motion 04.

Motion that: “To move to the agenda 4: To elect the office bearers of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2015–2016.”

Proposer: TAM Chi Ho Jerry (CS2 (4-year curriculum), Internal Vice-chairperson and Acting Social Secretary of CSA, ENS, HKUSU, Session 2014–2015)

Seconders: NG Yee Ling Corrina (CS3 (4-year curriculum), External Vice-chairperson and Acting Marketing Secretary of CSA, ENS, HKUSU, Session 2014–2015)

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

4. To elect the office bearers of the Executive Committee, Computer Science Association,



Engineering Society, HKUSU, Session 2015–2016

TAM Hoi Kit (CS3 (4-year curriculum), Nominated Chairperson of CSA, ENS, HKUSU, Session 2015–2016) asked the Meeting Chairperson (CHAN Ho Wah David (CS2 (4-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2014–2015)) if he could be granted to introduce the nominated cabinet.

Meeting Chairperson (CHAN Ho Wah David (CS2 (4-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2014–2015)) approved.

TAM Hoi Kit (CS3 (4-year curriculum), Nominated Chairperson of CSA, ENS, HKUSU, Session 2015–2016) introduced the nominated cabinet.

Meeting Chairperson (CHAN Ho Wah David (CS2 (4-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2014–2015)) explained the voting procedures.

Meeting Chairperson (CHAN Ho Wah David (CS2 (4-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2014–2015)) announced the number of valid voters was 15, and voters could obtain their vote from the Returning Officer.

Resolution: Among 15 votes conducted, the voting result was as follows:

15 votes for the nominated cabinet “Biterate”,
0 votes against,
0 vote abstained,
0 votes invalidated.

Meeting Chairperson (CHAN Ho Wah David (CS2 (4-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2014–2015)) announced the nominated cabinet was elected.

TAM Hoi Kit (CS3 (4-year curriculum), Chairperson-elect of CSA, ENS, HKUSU, Session 2015–2016) asked Meeting Chairperson (CHAN Ho Wah David (CS2 (4-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2014–2015)) if he could be granted to thank for the support.

Meeting Chairperson (CHAN Ho Wah David (CS2 (4-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2014–2015)) approved.

TAM Hoi Kit (CS3 (4-year curriculum), Chairperson-elect of CSA, ENS, HKUSU, Session 2015–2016) thanked for support.

At 11:18, 11th March 2015 (Wednesday), Meeting Chairperson (CHAN Ho Wah David (CS2 (4-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2014–2015)) announced that he had received Motion 05.

Motion that: “To move to the agenda 5: To receive and adopt the minutes of the Annual General Meeting, Computer Science Association, Engineering Society, HKUSU, Session 2013–2014.”

Proposer: TAM Chi Ho Jerry (CS2 (4-year curriculum), Internal Vice-chairperson and Acting Social Secretary of CSA, ENS, HKUSU, Session 2014–2015)

Seconder: NG Yee Ling Corrina (CS3 (4-year curriculum), External Vice-chairperson and Acting Marketing Secretary of CSA, ENS, HKUSU, Session 2014–2015)

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

5. To receive and adopt the minutes of the Annual General Meeting, Computer Science Association, Engineering Society, HKUSU, Session 2013–2014

At 11:23, 11th March 2015 (Wednesday), Meeting Chairperson (CHAN Ho Wah David (CS2 (4-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2014–2015)) announced that he had received Motion 06.

Motion that: “To receive and adopt the minutes of Annual General Meeting, Computer Science Association, Engineering Society, HKUSU, Session 2013–2014.”

Proposer: TAM Chi Ho Jerry (CS2 (4-year curriculum), Internal Vice-chairperson and Acting Social Secretary of CSA, ENS, HKUSU, Session 2014–2015)

Seconder: NG Yee Ling Corrina (CS3 (4-year curriculum), External Vice-chairperson and Acting Marketing Secretary of CSA, ENS, HKUSU, Session 2014–2015)

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

At 11:25, 11th March 2015 (Wednesday), Meeting Chairperson (CHAN Ho Wah David (CS2 (4-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2014–2015)) announced that he had received Motion 07.

Motion that: “To move to the agendum 6: To receive and adopt the General Report of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2014–2015.”

Proposer: TAM Chi Ho Jerry (CS2 (4-year curriculum), Internal Vice-chairperson and Acting Social Secretary of CSA, ENS, HKUSU, Session 2014–2015)

Seconder: NG Yee Ling Corrina (CS3 (4-year curriculum), External Vice-chairperson and Acting Marketing Secretary of CSA, ENS, HKUSU, Session 2014–2015)

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

6. To receive and adopt the General Report of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2014–2015

At 11:28, 11th March 2015 (Wednesday), Meeting Chairperson (CHAN Ho Wah David (CS2 (4-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2014–2015)) announced that he had received Motion 08.

Motion that: “To receive and adopt the General Report of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2014–2015.”

Proposer: TAM Chi Ho Jerry (CS2 (4-year curriculum), Internal Vice-chairperson and Acting Social Secretary of CSA, ENS, HKUSU, Session 2014–2015)

Seconder: NG Yee Ling Corrina (CS3 (4-year curriculum), External Vice-chairperson and Acting Marketing Secretary of CSA, ENS, HKUSU, Session 2014–2015)

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



At 11:29, 11th March 2015 (Wednesday), Meeting Chairperson (CHAN Ho Wah David (CS2 (4-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2014–2015)) announced that he had received Motion 09.

Motion that: “To move to agenda 7: To receive and adopt the Annual Functional Report of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2014–2015.”

Proposer: TAM Chi Ho Jerry (CS2 (4-year curriculum), Internal Vice-chairperson and Acting Social Secretary of CSA, ENS, HKUSU, Session 2014–2015)

Seconder: NG Yee Ling Corrina (CS3 (4-year curriculum), External Vice-chairperson and Acting Marketing Secretary of CSA, ENS, HKUSU, Session 2014–2015)

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

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

At 11:31, 11th March 2015 (Wednesday), Meeting Chairperson (CHAN Ho Wah David (CS2 (4-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2014–2015)) announced that the authority of Meeting Chairperson would be transferred to TAM Chi Ho Jerry (CS2 (4-year curriculum), Internal Vice-chairperson and Acting Social Secretary of CSA, ENS, HKUSU, Session 2014–2015).

At 11:31, 11th March 2015 (Wednesday), TAM Chi Ho Jerry (CS2 (4-year curriculum), Internal Vice-chairperson and Acting Social Secretary of CSA, ENS, HKUSU, Session 2014–2015) accepted the authority of Meeting Chairperson.

Meeting Chairperson (CHAN Ho Wah David (CS2 (4-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2014–2015)) approved.

At 11:46, 11th March 2015 (Wednesday), Acting Meeting Chairperson (TAM Chi Ho Jerry (CS2 (4-year curriculum), Internal Vice-chairperson and Acting Social Secretary of CSA, ENS, HKUSU, Session 2014–2015)) announced that he had received Motion 10.

Motion that: “To amend P.65 of Annual report form "change" to "chance".”



Proposer: CHAN Ho Wah David (CS2 (4-year curriculum), Chairperson
of CSA, ENS, HKUSU, Session 2014–2015)

Seconder: NG Yee Ling Corrina (CS3 (4-year curriculum), External Vice-chairperson and Acting
Marketing Secretary of CSA, ENS, HKUSU, Session 2014–2015)

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

At 11:50, 11th March 2015 (Wednesday), Acting Meeting Chairperson (TAM Chi Ho Jerry (CS2 (4-year curriculum), Internal Vice-chairperson and Acting Social Secretary of CSA, ENS, HKUSU, Session 2014–2015)) announced that he had received Motion 11.

Motion that: “To amend P.66 of Annual report form "傳" to "父”.”

Proposer: CHAN Ho Wah David (CS2 (4-year curriculum), Chairperson
of CSA, ENS, HKUSU, Session 2014–2015)

Seconder: NG Yee Ling Corrina (CS3 (4-year curriculum), External Vice-chairperson and Acting
Marketing Secretary of CSA, ENS, HKUSU, Session 2014–2015)

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

At 11:54, 11th March 2015 (Wednesday), Acting Meeting Chairperson (TAM Chi Ho Jerry (CS2 (4-year curriculum), Internal Vice-chairperson and Acting Social Secretary of CSA, ENS, HKUSU, Session 2014–2015)) announced that he had received Motion 12.

Motion that: “To amend P.67 of Annual report form "game" to "games”.”

Proposer: CHAN Ho Wah David (CS2 (4-year curriculum), Chairperson
of CSA, ENS, HKUSU, Session 2014–2015)

Seconder: NG Yee Ling Corrina (CS3 (4-year curriculum), External Vice-chairperson and Acting
Marketing Secretary of CSA, ENS, HKUSU, Session 2014–2015)

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

At 12:00, 11th March 2015 (Wednesday), Acting Meeting Chairperson (TAM Chi Ho Jerry (CS2 (4-year curriculum), Internal Vice-chairperson and Acting Social Secretary of CSA, ENS, HKUSU, Session



2014–2015)) announced that he had received Motion 13.

Motion that: “To amend P.69 of Annual report form "effect" to "effects".”

Proposer: CHAN Ho Wah David (CS2 (4-year curriculum), Chairperson
of CSA, ENS, HKUSU, Session 2014–2015)

Seconder: NG Yee Ling Corrina (CS3 (4-year curriculum), External Vice-chairperson and Acting
Marketing Secretary of CSA, ENS, HKUSU, Session 2014–2015)

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

At 12:00, 11th March 2015 (Wednesday), Acting Meeting Chairperson (TAM Chi Ho Jerry (CS2 (4-year curriculum), Internal Vice-chairperson and Acting Social Secretary of CSA, ENS, HKUSU, Session 2014–2015)) announced that he had received Motion 14.

Motion that: “To amend P.56 of Annual report form "CompSC" to "CompSc".”

Proposer: CHAN Ho Wah David (CS2 (4-year curriculum), Chairperson
of CSA, ENS, HKUSU, Session 2014–2015)

Seconder: NG Yee Ling Corrina (CS3 (4-year curriculum), External Vice-chairperson and Acting
Marketing Secretary of CSA, ENS, HKUSU, Session 2014–2015)

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

At 12:20, 11th March 2015 (Wednesday), Acting Meeting Chairperson (TAM Chi Ho Jerry (CS2 (4-year curriculum), Internal Vice-chairperson and Acting Social Secretary of CSA, ENS, HKUSU, Session 2014–2015)) announced that he had received Motion 15.

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

Proposer: CHAN Ho Wah David (CS2 (4-year curriculum), Chairperson
of CSA, ENS, HKUSU, Session 2014–2015)

Seconder: NG Yee Ling Corrina (CS3 (4-year curriculum), External Vice-chairperson and Acting
Marketing Secretary of CSA, ENS, HKUSU, Session 2014–2015)

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



At 12:22, 11th March 2015 (Wednesday), Acting Meeting Chairperson (TAM Chi Ho Jerry (CS2 (4-year curriculum), Internal Vice-chairperson and Acting Social Secretary of CSA, ENS, HKUSU, Session 2014–2015)) announced that he had received Motion 16.

Motion that: “To move to agenda 8: To receive and adopt the Welfare and Service Report of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2014–2015.”

Proposer: CHAN Ho Wah David (CS2 (4-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2014–2015)

Seconder: NG Yee Ling Corrina (CS3 (4-year curriculum), External Vice-chairperson and Acting Marketing Secretary of CSA, ENS, HKUSU, Session 2014–2015)

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

8. To receive and adopt the Welfare and Service Report of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2014–2015

At 12:48, 11th March 2015 (Wednesday), Acting Meeting Chairperson (TAM Chi Ho Jerry (CS2 (4-year curriculum), Internal Vice-chairperson and Acting Social Secretary of CSA, ENS, HKUSU, Session 2014–2015)) announced that he had received Motion 17.

Motion that: “To receive and adopt the Welfare and Service Report of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2014–2015.”

Proposer: CHAN Ho Wah David (CS2 (4-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2014–2015)

Seconder: NG Yee Ling Corrina (CS3 (4-year curriculum), External Vice-chairperson and Acting Marketing Secretary of CSA, ENS, HKUSU, Session 2014–2015)

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

At 13:00, 11th March 2015 (Wednesday), Acting Meeting Chairperson (TAM Chi Ho Jerry (CS2 (4-year curriculum), Internal Vice-chairperson and Acting Social Secretary of CSA, ENS, HKUSU, Session 2014–2015)) announced that he had received Motion 18.

Motion that: “To move to agenda 9: To receive and adopt the External Affair Report of the



Executive Committee, Computer Science Association, Engineering Society, HKUSU,
Session 2014–2015.”

Proposer: CHAN Ho Wah David (CS2 (4-year curriculum), Chairperson
of CSA, ENS, HKUSU, Session 2014–2015)

Seconder: NG Yee Ling Corrina (CS3 (4-year curriculum), External Vice-chairperson and Acting
Marketing Secretary of CSA, ENS, HKUSU, Session 2014–2015)

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

9. To receive and adopt the External Affair Report of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2014–2015

At 13:10, 11th March 2015 (Wednesday), Acting Meeting Chairperson (TAM Chi Ho Jerry (CS2 (4-year curriculum), Internal Vice-chairperson and Acting Social Secretary of CSA, ENS, HKUSU, Session 2014–2015)) announced that he had received Motion 19.

Motion that: “To receive and adopt the External Affair Report of the Executive Committee,
Computer Science Association, Engineering Society, HKUSU, Session 2014–2015.”

Proposer: CHAN Ho Wah David (CS2 (4-year curriculum), Chairperson
of CSA, ENS, HKUSU, Session 2014–2015)

Seconder: NG Yee Ling Corrina (CS3 (4-year curriculum), External Vice-chairperson and Acting
Marketing Secretary of CSA, ENS, HKUSU, Session 2014–2015)

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

At 13:12, 11th March 2015 (Wednesday), Acting Meeting Chairperson (TAM Chi Ho Jerry (CS2 (4-year curriculum), Internal Vice-chairperson and Acting Social Secretary of CSA, ENS, HKUSU, Session 2014–2015)) announced that he had received Motion 20.

Motion that: “To move to agenda 10: To receive and adopt the Annual Financial Report of the
Executive Committee, Computer Science Association, Engineering Society, HKUSU,
Session 2014–2015”

Proposer: CHAN Ho Wah David (CS2 (4-year curriculum), Chairperson
of CSA, ENS, HKUSU, Session 2014–2015)



Seconders: NG Yee Ling Corrina (CS3 (4-year curriculum), External Vice-chairperson and Acting Marketing Secretary of CSA, ENS, HKUSU, Session 2014–2015)

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

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

At 13:14, 11th March 2015 (Wednesday), Acting Meeting Chairperson (TAM Chi Ho Jerry (CS2 (4-year curriculum), Internal Vice-chairperson and Acting Social Secretary of CSA, ENS, HKUSU, Session 2014–2015)) announced that he had received Motion 21.

Motion that: “To amend p.101 by inserting an extra page printed separately.”

Proposer: CHAN Ho Wah David (CS2 (4-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2014–2015)

Seconders: NG Yee Ling Corrina (CS3 (4-year curriculum), External Vice-chairperson and Acting Marketing Secretary of CSA, ENS, HKUSU, Session 2014–2015)

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

At 13:17, 11th March 2015 (Wednesday), Acting Meeting Chairperson (TAM Chi Ho Jerry (CS2 (4-year curriculum), Internal Vice-chairperson and Acting Social Secretary of CSA, ENS, HKUSU, Session 2014–2015)) announced that he had received Motion 22.

Motion that: “To receive and adopt the amended Annual Financial Report of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2014–2015.”

Proposer: CHAN Ho Wah David (CS2 (4-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2014–2015)

Seconders: NG Yee Ling Corrina (CS3 (4-year curriculum), External Vice-chairperson and Acting Marketing Secretary of CSA, ENS, HKUSU, Session 2014–2015)

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

At 13:18, 11th March 2015 (Wednesday), Acting Meeting Chairperson (TAM Chi Ho Jerry (CS2 (4-year curriculum), Internal Vice-chairperson and Acting Social Secretary of CSA, ENS, HKUSU, Session 2014–2015)) announced that he had received Motion 23.

Motion that: “To move to agenda 11: To receive and adopt the Annual Budget of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2015–2016.”

Proposer: CHAN Ho Wah David (CS2 (4-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2014–2015)

Seconder: NG Yee Ling Corrina (CS3 (4-year curriculum), External Vice-chairperson and Acting Marketing Secretary of CSA, ENS, HKUSU, Session 2014–2015)

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

11. To receive and adopt the Annual Budget of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2015–2016

At 13:35, 11th March 2015 (Wednesday), Acting Meeting Chairperson (TAM Chi Ho Jerry (CS2 (4-year curriculum), Internal Vice-chairperson and Acting Social Secretary of CSA, ENS, HKUSU, Session 2014–2015)) announced that he had received Motion 24.

Motion that: “To receive and adopt the Annual Budget of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2015–2016.”

Proposer: CHAN Ho Wah David (CS2 (4-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2014–2015)

Seconder: NG Yee Ling Corrina (CS3 (4-year curriculum), External Vice-chairperson and Acting Marketing Secretary of CSA, ENS, HKUSU, Session 2014–2015)

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

At 13:37, 11th March 2015 (Wednesday), Acting Meeting Chairperson (TAM Chi Ho Jerry (CS2 (4-year curriculum), Internal Vice-chairperson and Acting Social Secretary of CSA, ENS, HKUSU, Session 2014–2015)) announced that he had received Motion 25.



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

Proposer: CHAN Ho Wah David (CS2 (4-year curriculum), Chairperson
of CSA, ENS, HKUSU, Session 2014–2015)

Seconder: NG Yee Ling Corrina (CS3 (4-year curriculum), External Vice-chairperson and Acting
Marketing Secretary of CSA, ENS, HKUSU, Session 2014–2015)

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

12. To elect the Honorary Members, if any

Acting Meeting Chairperson (TAM Chi Ho Jerry (CS2 (4-year curriculum), Internal Vice-chairperson and Acting Social Secretary of CSA, ENS, HKUSU, Session 2014–2015)) announced no people were recommended by the Ex-Co to be Honorary Members in Session 2014–2015.

At 13:40, 11th March 2015 (Wednesday), Acting Meeting Chairperson (TAM Chi Ho Jerry (CS2 (4-year curriculum), Internal Vice-chairperson and Acting Social Secretary of CSA, ENS, HKUSU, Session 2014–2015)) announced that he had received Motion 26.

Motion that: “To move to agendum 13: To amend the Constitution, if any.”

Proposer: CHAN Ho Wah David (CS2 (4-year curriculum), Chairperson
of CSA, ENS, HKUSU, Session 2014–2015)

Seconder: NG Yee Ling Corrina (CS3 (4-year curriculum), External Vice-chairperson and Acting
Marketing Secretary of CSA, ENS, HKUSU, Session 2014–2015)

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

13. To amend the Constitution, if any

Acting Meeting Chairperson (TAM Chi Ho Jerry (CS2 (4-year curriculum), Internal Vice-chairperson and Acting Social Secretary of CSA, ENS, HKUSU, Session 2014–2015)) announced there were no amendments on the Constitution in Session 2014–2015.

At 13:43, 11th March 2015 (Wednesday), Acting Meeting Chairperson (TAM Chi Ho Jerry (CS2 (4-year curriculum), Internal Vice-chairperson and Acting Social Secretary of CSA, ENS, HKUSU, Session 2014–2015)) announced that he had received Motion 27.

Motion that: “To move to agenda 14: Any Other Business.”

Proposer: CHAN Ho Wah David (CS2 (4-year curriculum), Chairperson
of CSA, ENS, HKUSU, Session 2014–2015)

Seconder: NG Yee Ling Corrina (CS3 (4-year curriculum), External Vice-chairperson and Acting
Marketing Secretary of CSA, ENS, HKUSU, Session 2014–2015)

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

14. Any Other Business

At 14:01, 11th March 2015 (Wednesday), Acting Meeting Chairperson (TAM Chi Ho Jerry (CS2 (4-year curriculum), Internal Vice-chairperson and Acting Social Secretary of CSA, ENS, HKUSU, Session 2014–2015)) announced that he had received Motion 28.

Motion that: “To thank Mr. CHOW Chi Sing (UID: 3035040126) as the returning officer”

Proposer: CHAN Ho Wah David (CS2 (4-year curriculum), Chairperson
of CSA, ENS, HKUSU, Session 2014–2015)

Seconder: NG Yee Ling Corrina (CS3 (4-year curriculum), External Vice-chairperson and Acting
Marketing Secretary of CSA, ENS, HKUSU, Session 2014–2015)

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

At 14:02, 11th March 2015 (Wednesday), Acting Meeting Chairperson (TAM Chi Ho Jerry (CS2 (4-year curriculum), Internal Vice-chairperson and Acting Social Secretary of CSA, ENS, HKUSU, Session 2014–2015)) announced that he had received Motion 29.

Motion that: “To thank 19th Ex-Co for their work in the past year”

Proposer: LOW Hau Sum (CS3 (3-year curriculum), Full member
of CSA, ENS, HKUSU, Session 2014–2015)

Seconder: SIT Chiu Ki (CS3 (3-year curriculum), Full member of CSA, ENS, HKUSU, Session 2014–



2015)

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

At 14:03, 11th March 2015 (Wednesday), Acting Meeting Chairperson (TAM Chi Ho Jerry (CS2 (4-year curriculum), Internal Vice-chairperson and Acting Social Secretary of CSA, ENS, HKUSU, Session 2014–2015)) announced that he had received Motion 30.

Motion that: “To move to agendum 15: Adjournment.”

Proposer: CHAN Ho Wah David (CS2 (4-year curriculum), Chairperson
of CSA, ENS, HKUSU, Session 2014–2015)

Seconder: NG Yee Ling Corrina (CS3 (4-year curriculum), External Vice-chairperson and Acting
Marketing Secretary of CSA, ENS, HKUSU, Session 2014–2015)

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

15. Adjournment

At 14:10, 11th March 2015 (Wednesday), Acting Meeting Chairperson (TAM Chi Ho Jerry (CS2 (4-year curriculum), Internal Vice-chairperson and Acting Social Secretary of CSA, ENS, HKUSU, Session 2014–2015)) announced that the Meeting was adjourned.

**Biterate**

Annual Report of

Computer Science Association, Engineering Society, HKUSU,

Session 2015–2016

Prepared by,

NIP Chi Fung Terry

Internal General Secretary

Acting External General Secretary

Computer Science Association,

Engineering Society, HKUSU,

Session 2014–2015

Approved by,

CHAN Ho Wah David

Chairperson

Computer Science Association,

Engineering Society, HKUSU,

Session 2014–2015

6 Minutes of 1st Extraordinary General Meeting of Computer Science Association, Engineering Society, HKUSU, Session 2015–2016

Terminology of Minutes of 1st Extraordinary General Meeting of Computer Science Association, Engineering Society, HKUSU, Session 2015–2016

Term	Meaning
Ex-Co	Executive Committee members of Computer Science Association, Engineering Society, HKUSU
the Association	Computer Science Association, Engineering Society, HKUSU
the Constitution	The Constitution of the Association
the Department	Department of Computer Science, The University of Hong Kong
the Faculty	Faculty of Engineering, The University of Hong Kong
the Meeting	1 st Extraordinary General Meeting of the Association, Session 2015–2016
the Members	All members of the Association
the University	The University of Hong Kong



Computer Science Association, Engineering Society, HKUSU, Session 2015–2016

1st Extraordinary General Meeting Minutes

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

Date: 15th September 2015

Time: 17:00

Meeting Chairperson:	TAM Hoi Kit (Chairperson of CSA, ENS, HKUSU, Session 2015–2016)
Acting Honorary Secretary:	LEUNG Lok Ming (Internal General Secretary of CSA, ENS, HKUSU, Session 2015–2016)
Returning Officer:	Kong Hei Lok Keith (Chairperson of Mechanical Engineering Society, Engineering Society, Hong Kong University Students' Union, Session 2015–2016)

Meeting Agenda

- 1 Call to order
- 2 To appoint the acting Honorary Secretary
- 3 To receive and adopt the agenda
- 4 To cast a vote of confidence for CHEUNG Ching Hong to hold office of Social Secretary and Sports Secretary till the end of the Session 2015–2016 of CSA, ENS, HKUSU
- 5 Adjournment

1. Call to Other

Meeting Chairperson (TAM Hoi Kit (CS4 (4-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2015–2016)) asked if there were any doubts on the Meeting regulations. If not, the Meeting would be moved to agenda item 2, "To appoint the acting Honorary Secretary".

2. To appoint the acting Honorary Secretary



At 17:04, 15th September 2015, Meeting Chairperson (TAM Hoi Kit (CS4 (4-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2015–2016)) announced that he had received Motion 01.

Motion that: “To appoint LEUNG Lok Ming (UID: 3035125031) to be the acting Honorary Secretary of 1st Extraordinary General Meeting of CSA, ENS, HKUSU, Session 2015–2016”

Proposer: AU Ching Mei (CS2 (4-year curriculum), Financial Secretary of CSA, ENS, HKUSU, Session 2015–2016)

Seconder: SHUM Cheuk Yee (CS2 (4-year curriculum), Internal Vice-chairperson of CSA, ENS, HKUSU, Session 2015–2016)

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

At 17:05, 15th September 2015, Meeting Chairperson (TAM Hoi Kit (CS4 (4-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2015–2016)) announced that he had received Motion 02.

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

Proposer: AU Ching Mei (CS2 (4-year curriculum), Financial Secretary of CSA, ENS, HKUSU, Session 2015–2016)

Seconder: SHUM Cheuk Yee (CS2 (4-year curriculum), Internal Vice-chairperson of CSA, ENS, HKUSU, Session 2015–2016)

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

3. To receive and adopt the agenda

CHEUNG Chan Teng (Internal Vice-chairperson and Acting Internal General Secretary of CSA, ENS, HKUSU, Session 2012–2013) asked the reason of convening the Meeting.

SHUM Cheuk Yee (CS2 (4-year curriculum), Internal Vice-chairperson of CSA, ENS, HKUSU, Session 2015–2016) answered that CHEUNG Ching Hong is not majoring in Computer Science and he was going to lose his full membership of the Association. The Meeting was convened to vote a confidence for him to let him finish his term of office.

At 17:12, 15th September 2015, Meeting Chairperson (TAM Hoi Kit (CS4 (4-year curriculum),



Chairperson of CSA, ENS, HKUSU, Session 2015–2016)) announced that he had received Motion 03.

Motion that: “To receive and adopt the agenda”
Proposer: SHUM Cheuk Yee (CS2 (4-year curriculum), Internal
Vice-chairperson of CSA, ENS, HKUSU, Session 2015–2016)
Seconder: AU Ching Mei (CS2 (4-year curriculum), Financial Secretary
of CSA, ENS, HKUSU, Session 2015–2016)
Resolution: No Discussion, No Objection, Motion **Carried**.

At 17:14, 15th September 2015, Meeting Chairperson (TAM Hoi Kit (CS4 (4-year curriculum),
Chairperson of CSA, ENS, HKUSU, Session 2015–2016)) announced that he had received Motion 04.

Motion that: “To move to agendum 4: To cast a vote of confidence for
CHEUNG Ching Hong to hold office of Social Secretary and
Sports Secretary till the end of the Session 2015–2016 of
CSA, ENS, HKUSU”
Proposer: SHUM Cheuk Yee (CS2 (4-year curriculum), Internal
Vice-chairperson of CSA, ENS, HKUSU, Session 2015–2016)
Seconder: AU Ching Mei (CS2 (4-year curriculum), Financial Secretary
of CSA, ENS, HKUSU, Session 2015–2016)
Resolution: No Discussion, No Objection, Motion **Carried**.

4. To cast a vote of confidence for CHEUNG Ching Hong to hold office of Social Secretary and Sports Secretary till the end of the Session 2015–2016 of CSA, ENS, HKUSU

CHAN Ho Wah David (CS3 (4-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2014–2015) asked if there are any other ways to deal with this situation and why the Ex-Co chose to cast a vote of confidence.

SHUM Cheuk Yee (CS2 (4-year curriculum), Internal Vice-chairperson of CSA, ENS, HKUSU, Session 2015–2016) said that amending the Constitution is also an alternative. However, it is not encouraged for Ex-Co to major in other discipline rather than Computer Science. Therefore this situation should be regarded as a special case and casting a vote of confidence but not amending the Constitution.



At 17:27, 15th September 2015, Meeting Chairperson (TAM Hoi Kit (CS4 (4-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2015–2016)) announced that he had received Motion 05.

Motion that: “To cast a vote of confidence for CHEUNG Ching Hong to hold office of Social Secretary and Sports Secretary till the end of the Session 2015–2016 of CSA, ENS, HKUSU”

Proposer: SHUM Cheuk Yee (CS2 (4-year curriculum), Internal Vice-chairperson of CSA, ENS, HKUSU, Session 2015–2016)

Seconder: AU Ching Mei (CS2 (4-year curriculum), Financial Secretary of CSA, ENS, HKUSU, Session 2015–2016)

Resolution: Motion **Withdrawn**.

At 17:28, 15th September 2015, Meeting Chairperson (TAM Hoi Kit (CS4 (4-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2015–2016)) announced that he had received Motion 06.

Motion that: “To withdraw the motion on table”

Proposer: CHAN Ho Wah David (CS3 (4-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2014–2015)

Seconder: NIP Chi Fung Terry (CS3 (4-year curriculum), Internal General Secretary, Acting External General Secretary and Acting Sports Secretary of CSA, ENS, HKUSU, Session 2014–2015)

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

CHEUNG Chan Teng (Internal Vice-chairperson and Acting Internal General Secretary of CSA, ENS, HKUSU, Session 2012–2013) asked if the motion of vote of confidence is carried, is CHEUNG Ching Hong a full member of the Association, what privileges and rights he will have.

SHUM Cheuk Yee (CS2 (4-year curriculum), Internal Vice-chairperson of CSA, ENS, HKUSU, Session 2015–2016) answered that CHEUNG Ching Hong will not be a full member of the Association. She listed out the privileges and rights CHEUNG Ching Hong will have that are necessary for him to work as an Ex-Co.

At 18:04, 15th September 2015, Meeting Chairperson (TAM Hoi Kit (CS4 (4-year curriculum),



Chairperson of CSA, ENS, HKUSU, Session 2015–2016)) announced that he had received Motion 07.

Motion that: “To vacate TAM Hoi Kit (UID: 3035123007) and appoint HO Ka Miu (UID: 3035090535) as the Meeting Chairperson of 1st Extraordinary General Meeting of CSA, ENS, HKUSU, Session 2015–2016”

Proposer: SHUM Cheuk Yee (CS2 (4-year curriculum), Internal Vice-chairperson of CSA, ENS, HKUSU, Session 2015–2016)

Seconder: AU Ching Mei (CS2 (4-year curriculum), Financial Secretary of CSA, ENS, HKUSU, Session 2015–2016)

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

At 18:06, 15th September 2015, Meeting Chairperson (HO Ka Miu (CS3 (4-year curriculum), External Vice-chairperson of CSA, ENS, HKUSU, Session 2015–2016)) announced that she had received Motion 08.

Motion that: “To cast a vote of confidence for CHEUNG Ching Hong to hold office of Social Secretary and Sports Secretary till the end of the Session 2015–2016 of CSA, ENS, HKUSU”

Proposer: SHUM Cheuk Yee (CS2 (4-year curriculum), Internal Vice-chairperson of CSA, ENS, HKUSU, Session 2015–2016)

Seconder: AU Ching Mei (CS2 (4-year curriculum), Financial Secretary of CSA, ENS, HKUSU, Session 2015–2016)

Resolution: Motion **Withdrawn**.

At 18:24, 15th September 2015, Meeting Chairperson (HO Ka Miu (CS3 (4-year curriculum), External Vice-chairperson of CSA, ENS, HKUSU, Session 2015–2016)) announced that she had received Motion 09.

Motion that: “To withdraw the motion on table”

Proposer: SHUM Cheuk Yee (CS2 (4-year curriculum), Internal Vice-chairperson of CSA, ENS, HKUSU, Session 2015–2016)

Seconder: AU Ching Mei (CS2 (4-year curriculum), Financial Secretary of CSA, ENS, HKUSU, Session 2015–2016)

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

At 18:25, 15th September 2015, Meeting Chairperson (HO Ka Miu (CS3 (4-year curriculum), External Vice-chairperson of CSA, ENS, HKUSU, Session 2015–2016)) announced that she had received Motion 10.

Motion that: “To vacate HO Ka Miu (UID: 3035090535) and appoint TAM Hoi Kit (UID: 3035123007) as the Meeting Chairperson of 1st Extraordinary General Meeting of CSA, ENS, HKUSU, Session 2015–2016”

Proposer: SHUM Cheuk Yee (CS2 (4-year curriculum), Internal Vice-chairperson of CSA, ENS, HKUSU, Session 2015–2016)

Seconder: AU Ching Mei (CS2 (4-year curriculum), Financial Secretary of CSA, ENS, HKUSU, Session 2015–2016)

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

At 18:26, 15th September 2015, Meeting Chairperson (TAM Hoi Kit (CS4 (4-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2015–2016)) announced that he had received Motion 11.

Motion that: “To cast a vote of confidence for CHEUNG Ching Hong to hold office of Social Secretary and Sports Secretary till the end of the Session 2015–2016 of CSA, ENS, HKUSU”

Proposer: SHUM Cheuk Yee (CS2 (4-year curriculum), Internal Vice-chairperson of CSA, ENS, HKUSU, Session 2015–2016)

Seconder: AU Ching Mei (CS2 (4-year curriculum), Financial Secretary of CSA, ENS, HKUSU, Session 2015–2016)

Resolution: Motion **Withdrawn**.

At 18:46, 15th September 2015, Meeting Chairperson (TAM Hoi Kit (CS4 (4-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2015–2016)) announced that he had received Motion 12.

Motion that: “To withdraw the motion on table”

Proposer: SHUM Cheuk Yee (CS2 (4-year curriculum), Internal Vice-chairperson of CSA, ENS, HKUSU, Session 2015–2016)



Seconders: AU Ching Mei (CS2 (4-year curriculum), Financial Secretary
of CSA, ENS, HKUSU, Session 2015–2016)

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

FUNG Ying Wa (Social Secretary and Acting Marketing Secretary of CSA, ENS, HKUSU, Session 2012–2013) asked if CHEUNG Ching Hong had considered that he is an Ex-Co when he was choosing major and if he have discussed with the other Ex-Co.

CHEUNG Ching Hong (MECH2 (4-year curriculum), Social Secretary and Acting Sports Secretary of CSA, ENS, HKUSU, Session 2015–2016) said that he had considered his position as an Ex-Co when choosing major and he had discussed with all of the other Ex-Co.

LAM Chun Wai (External Vice-chairperson of CSA, ENS, HKUSU, Session 2012–2013) asked if the recruitment of Ex-Co in the future would focus on the students who are year 2 or above in order to ensure that the Ex-Co are declared Computer Science as their major.

SHUM Cheuk Yee (CS2 (4-year curriculum), Internal Vice-chairperson of CSA, ENS, HKUSU, Session 2015–2016) said that there would not be preferences when recruiting Ex-Co as all of the Members can 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 according to the Constitution. However, taking Computer Science as major would be encouraged in the recruitment of Ex-Co.

At 19:52, 15th September 2015, Meeting Chairperson (TAM Hoi Kit (CS4 (4-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2015–2016)) announced that he had received Motion 13.

Motion that: “To cast a vote of confidence for CHEUNG Ching Hong to
hold office of Social Secretary and Sports Secretary till the
end of the Session 2015–2016 of CSA, ENS, HKUSU”

Proposer: SHUM Cheuk Yee (CS2 (4-year curriculum), Internal
Vice-chairperson of CSA, ENS, HKUSU, Session 2015–2016)

Seconders: AU Ching Mei (CS2 (4-year curriculum), Financial Secretary
of CSA, ENS, HKUSU, Session 2015–2016)

Resolution: Among 20 votes conducted, 15 votes for the motion, 0 votes



against, 5 votes abstain. Motion **Carried**.

At 20:00, 15th September 2015, Meeting Chairperson (TAM Hoi Kit (CS4 (4-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2015–2016)) announced that he had received Motion 14.

Motion that: “To move to agenda 5: Adjournment”

Proposer: SHUM Cheuk Yee (CS2 (4-year curriculum), Internal
Vice-chairperson of CSA, ENS, HKUSU, Session 2015–2016)

Seconder: AU Ching Mei (CS2 (4-year curriculum), Financial Secretary
of CSA, ENS, HKUSU, Session 2015–2016)

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

5. Adjournment

CHAN Ho Wah David (CS3 (4-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2014–2015) said that although motion 13 was carried, there are still some people think that it is not encouraging as it is like stepping into a gray area.

At 20:08, 15th September 2015, Meeting Chairperson (TAM Hoi Kit (CS4 (4-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2015–2016)) announced that he had received Motion 15.

Motion that: “To regret all the office bearers of CSA, ENS, HKUSU,
Session 2015–2016”

Proposer: CHAN Ho Wah David (CS3 (4-year curriculum), Chairperson
of CSA, ENS, HKUSU, Session 2014–2015)

Seconder: TAM Chi Ho Jerry (CS3 (4-year curriculum), Internal
Vice-chairperson and Acting Social Secretary of CSA, ENS,
HKUSU, Session 2014–2015)

Resolution: Among 20 votes conducted, 4 votes for the motion, 0 votes against,
16 votes abstain. Motion **Defeated**.

At 20:25, 15th September 2015, Meeting Chairperson (TAM Hoi Kit (CS4 (4-year curriculum),



Chairperson of CSA, ENS, HKUSU, Session 2015–2016)) announced that he had received Motion 16.

Motion that: “To adjourn the meeting”

Proposer: SHUM Cheuk Yee (CS2 (4-year curriculum), Internal
Vice-chairperson of CSA, ENS, HKUSU, Session 2015–2016)

Seconder: AU Ching Mei (CS2 (4-year curriculum), Financial Secretary
of CSA, ENS, HKUSU, Session 2015–2016)

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

At 20:26, 15th September 2015, Meeting Chairperson (TAM Hoi Kit (CS4 (4-year curriculum),
Chairperson of CSA, ENS, HKUSU, Session 2015–2016)) announced that the Meeting was adjourned.

Prepared by,

LEUNG Lok Ming
Internal General Secretary
Computer Science Association,
Engineering Society, HKUSU,
Session 2015–2016

Approved by,

TAM Hoi Kit
Chairperson
Computer Science Association,
Engineering Society, HKUSU,
Session 2015–2016

7 Nomination of Candidates for the Election of Office Bearers of Computer Science Association, Engineering Society, HKUSU, Session 2016–2017

Nomination Period:

10:00, 13th January 2016–18:00, 26th January 2016

List of Nominations:

NEX

The proposed cabinet of Computer Science Association, Engineering Society, HKUSU, Session 2016–2017

Office Bearer	Candidate	Proposer	Seconder
Proposed Chairperson	KWOK Cheuk Lum [BEng 1]	TAM Hoi Kit [BEng(CompSc) 4]	CHAN Ho Wah David [BEng(CompSc) 3]
Proposed Internal Vice-chairperson	WOO Chong Yiu [BEng 1]	SHUM Cheuk Yee [BEng(CompSc) 2]	TAM Chi Ho Jerry [BEng(CompSc) 3]
Proposed External Vice-chairperson	CHEUNG Chi Ying [BEng 1]	HO Ka Miu [BEng(CompSc) 3]	CHAN Ho Wah David [BEng(CompSc) 3]
Proposed Internal General Secretary	NG Cheuk Hei [BEng 1]	LEUNG Lok Ming [BEng(CompSc) 2]	NIP Chi Fung Terry [BEng(CompSc) 3]
Proposed External General Secretary	HO Cheuk Yan [BEng 1]	KWOK On Ki [BEng(CompSc) 2]	NIP Chi Fung Terry [BEng(CompSc) 3]
Proposed Financial Secretary	IP Wing Sze [BEng(CompSc) 2]	AU Ching Mei [BEng(CompSc) 2]	CHAU Shing Yi Sabrina [BEng(CompSc) 3]
Proposed Publication and Publicity Secretary	CHENG Tak Kin [BEng 1]	HO Oi Yung [BEng(CompSc) 4]	CHAN Ho Wah David [BEng(CompSc) 3]
Proposed Welfare Secretary	CHAN Lap Kiu [BEng 1]	TANG Chun Keung [BEng(CompSc) 4]	CHAN Ho Wah David [BEng(CompSc) 3]
Proposed Marketing Secretary	CHAU Chun Wing [BEng 1]	KWOK On Ki [BEng(CompSc) 2]	CHAN Ho Wah David [BEng(CompSc) 3]
Proposed Sports Secretary	KWONG Brian [BEng 1]	CHAN Lap Lam [BEng(CompSc) 2]	NIP Chi Fung Terry [BEng(CompSc) 3]



8 Reports of Computer Science Association, Engineering Society, HKUSU, Session 2015–2016

8.1 General Report

Office Bearers:

The office bearers of the executive committee of CSA, ENS, HKUSU, Session 2015–2016, were elected by general polling. The office bearers were as follows:

Chairperson	TAM Hoi Kit
Internal Vice-chairperson	SHUM Cheuk Yee
External Vice-chairperson	HO Ka Miu
Internal General Secretary	LEUNG Lok Ming
External General Secretary	KWOK On Ki
Financial Secretary	AU Ching Mei
Publication and Publicity Secretary	HO Oi Yung
Social Secretary	Cheung Ching Hong
Welfare Secretary	Tang Chun Keung
Information Secretary	Chan Lap Lam

Session:

The 21st session of the executive committee commenced on 11th March 2015 and will be terminated at the end of the Annual General Meeting of CSA, ENS, HKUSU, Session 2015–2016.

Members:

CSA, ENS, HKUSU now has 127 Full Members and 58 Associate Members. The number of Full Members in each class is as follows:

BEng 1	9
CS2	47
CS3	37
CS4	34

Meetings:

During session 2015–2016, there were 31 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)
- Steel cabinets

■ HKUSU:

- Mailbox (Mailbox behind General Office, UG1/F, Composite Building, The University of Hong Kong)



8.2 Annual Functional Report

8.2.1 Report on Inauguration Ceremony

Person-In-Charge:

TAM Hoi Kit

Chairperson

CSA, ENS, HKUSU,

Session 2015–2016

Introduction:

Inauguration Ceremony was a formal function that introduced the 20th Ex-Co to the participants. It also signified the commencement of the new Executive Committee session of the Association.

Aims:

- To introduce the 20th Ex-Co to the participants
- To build up a good relationship with the participants

Date:

24th March 2015

Time:

19:00–21:30

Venue:

MBG07, Main Building, The University of Hong Kong

Resources borrowed:

- Buffet stoves from Electronic and Electrical Engineering Association, Engineering Society, HKUSU
- Long tables from the Department
- Name pads from Mechanical Engineering Society, Engineering Society, Hong Kong University Students' Union
- Name pads from Industrial Engineering Association, Engineering Society, Hong Kong University Students' Union
- Corsages from Mechanical Engineering Society, Engineering Society, Hong Kong University Students' Union



- Corsages from Industrial Engineering Association, Engineering Society, Hong Kong University Students' Union
- Tablecloths from Engineering Society, HKUSU
- Food tongs from Mechanical Engineering Society, Engineering Society, Hong Kong University Students' Union
- Food tongs from Electronic and Electrical Engineering Association, Engineering Society, HKUSU
- Stands from Photographic Society, HKUSU
- Wireless microphones from Learning Environment Services

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 100

Guest:

- Ir. Dr. Daniel Ng CPA FBCS (Director of Kun Hang Group)
- Ms. Michelle Sun (CEO of First Code Academy)
- Mr. Seven Wu (President of HKU Computer Science Alumni Association)
- Professor Francis C.M. Lau (Associate Dean of Engineering, The University of Hong Kong)
- Mr. Aaron Hui (Microsoft Hong Kong Limited)
- Mr. Patrick Wong (Fingerbox Limited)
- Dr. C.K. Chui (Department of Computer Science)
- Representatives of Engineering Society, Hong Kong University Students' Union
- Representatives of Civil Engineering Society, Engineering Society, HKUSU
- Representatives of Electrical and Electronic Engineering Association, Engineering Society, HKUSU
- Representatives of Mechanical Engineering Society, Engineering Society, Hong Kong University Students' Union
- Representatives of Industrial Engineering Association, Engineering Society, Hong Kong

**University Students' Union**

- Representatives of Information Systems Association, Business and Economics Association, Hong Kong University Students' Union
- Representatives of Computer Society, HKUSU
- Representatives of The Hong Kong University Students' Union
- Representatives of The Computer Science Society, The Student Union of The Chinese University of Hong Kong
- Representatives of The Computer Science and Engineering Students' Society, HKUSTSU
- Representatives of Computer Science Society, City University of Hong Kong Students' Union
- Representatives of Society of Computing Studies of The Hong Kong Polytechnic University
- Representatives of Hong Kong Baptist University Computer Science Society
- Representatives of Student Society of Computing of The Open University of Hong Kong
- The 17th Ex-Co
- The 18th Ex-Co
- The 19th Ex-Co
- The Members

Masters of Ceremony:

- Chan Cham Him
- Lee Wing Yan [BEng 1]

Helpers:

- Mok Ho Ting [BEng(CompSc) 3]
- Tse Wai Shun [BEng 1]
- Choi Chi Hin [BEng(CompSc) 2]
- Hui Lok Tung [BEng 1]
- Wong Ho Sum [BEng 1]

Rundown:

24th March 2015

Time	Event
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 Ir. Dr. Daniel Ng CPA FBCS (Director of Kun Hang Group)
20:00–20:05	Speech by Ms. Michelle Sun(CEO of First Code Academy)
20:05–20:10	Speech by Mr. Seven Wu (President of HKU Computer Science Alumni Association)
20:10–20:15	Speech by Professor Francis C.M. Lau (Associate Dean of Engineering, The University of Hong Kong)
20:15–20:20	Speech by the Chairperson of the Association (Session 2014–2015)
20:20–20:25	Handover Ceremony
20:25–20:30	Introduction of the 20 th Ex-Co
20:30–20:35	Oath
20:35–20:40	Speech by the Chairperson of the Association (Session 2015–2016)
20:40–20:45	Presentation of souvenirs and photo taking
20:45–21:30	Refreshment

Evaluations:**■ Preparation:**

- The time of decoration of venue was not enough. It was recommended to start the decoration earlier.
- It was recommended to give a briefing and training to the technician helper.

■ Rundown:

- There were too many speakers. Total time of speech was too long.



8.2.2 Report on Mixer (Semester 2, 2014–2015)

Person-In-Charge:

AU Ching Mei

Financial Secretary

CSA, ENS, HKUSU,

Session 2015–2016

Introduction:

Mixer (Semester 2, 2014–2015) was a buffet-like function which was organized 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 let the students be more familiar with each other
- To introduce the Department to the Freshmen

Date:

10th April 2015

Time:

12:30–14:30

Venue:

Union Foyer, Union Building, The University of Hong Kong

Resources borrowed:

- Pull up banners from the Department
- Wireless microphone from Learning Environment Services
- Public address system from Learning Environment Services
- Exam table from the Department
- Long Tables from HKUSU

Details:



- Prize Presentation Ceremony of Teaching Excellence Awards of 2013–2014 and Best Tutor Awards of 2013–2014 was held.
- 27 trays of refreshment were provided.
- 19 bottles of drinks were provided.

Number of participants:

Around 80

Rundown:

10th April 2015

Time	Event
12:30–12:35	Speech by the Internal Vice-chairperson of the Association (Session 2015–2016)
12:35–12:40	Speech by Professor Benjamin C.M. Kao (Deputy Head (Academic))
12:40–12:50	Prize presentation ceremony of Teaching Excellence Award 2013–2014 and Best Tutor Awards of 2013–2014
12:50–13:00	Photo taking
13:10–14:30	Refreshment

Evaluations:

- Preparation:
 - The time spent on setting up the venue was satisfactory.
- Rundown:
 - The venue was large enough to serve all the participants, the photo taking was great.
 - The number of participants was satisfactory, but more promotion was recommended.
 - The quantity of food were satisfactory.
 - Utensils were enough.
- Post-activity:
 - The time spent on packing and cleaning was satisfactory.



8.2.3 Report on Superpass Day (Semester 2, 2014–2015)

Person-In-Charge:

CHEUNG Ching Hong

Social Secretary and Acting Sports Secretary

CSA, ENS, HKUSU,

Session 2015–2016

Introduction:

Superpass Day included Superpass Fai Chun Writing and Superpass Dinner. It is one of the traditions in the University believing that students will get a more excellent result after participating in the 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:

28th April 2015

Time:

13:00–22:00

Venues:

- Superpass Fai-chun Writing:
 - Counter outside HW311, Haking Wong Building, The University of Hong Kong
- Superpass Dinner:
 - 成發海鮮小廚, 2/F, Shek Tong Tsui Market, 470 Queen's Road West, Hong Kong

Fee:

HK\$60 per participant

Resources borrowed:

- Cleaver and cutting board from 成發海鮮小廚
- Long tables from the Department

**Details:**

- A board was provided for posting up the Fai-chun.
- Superpass Fai-chun Writing was free of charge.
- Fai-chun could be taken away.
- The assembling venue for Superpass Dinner was outside HW311, Haking Wong Building, The University of Hong Kong.
- Kiwi fruits were distributed to the participants during Superpass Dinner.

Number of participants:

26

Rundown:

28th April 2015

Time	Event
13:00–18:30	Hosting the counter and organizing 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	Dinner
21:30–21:45	Distribution of red packets
21:45–22:00	Photo taking

Evaluations:

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



8.2.4 Report on Registration Day

Person-In-Charge:

HO Ka Miu

External Vice-chairperson

CSA, ENS, HKUSU,

Session 2015–2016

Introduction:

Registration day was one of our biggest and important events in the summer. It provided a golden opportunity for the Association to get in touch with the Freshmen. It was also a good way to build up positive image.

Aims:

- To promote and encourage participation of the Orientation Camp held in August 2015
- To advertise the Department as well as our association

Date:

13th August 2015–14th August 2015

Time:

09:00–20:00

Venue:

HW231 and HW232, Haking Wong Building, The University of Hong Kong

Resources borrowed:

- Foam boards from of the Department
- Chairs from HKUSU
- Exam tables from HKUSU

Details:

- 2 Ex-Co were sent to assist HKUSU and 1 Ex-Co was sent to assist ENS, HKUSU on the 13th of August.
- 9 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, 3 were to promote the Orientation Camp to the Freshmen and 3



were to attract the Freshmen to come to the booth.

- Ex-Co at the service counter was responsible of explaining the Refund Policy and giving out receipts to the Freshmen who had registered and paid for the Orientation Camp.
- Explanations on the Curriculum and Orientation Camp were offered.
- Stickers were given out to encourage the Freshmen to follow the Facebook page of the Association.
- Files, Leaflets and Fans were given out to the Freshmen who entered the room.
- Online registration form linked to the website of the Department was used.
- Leap motion was demonstrated to attract the Freshmen.
- Photos of past Orientation Camps were displayed.
- Balloons, a banner, a pull up banner of the Association and T-shirts of Orientation Camp were used to decorate the booth.

Number of participants:

Around 300

Evaluations:

- Preparation:
 - One full day was used to set up and decorate the booth for Registration Day.
- Rundown:
 - Ex-Co on duty had to know about the career prospects and the Curriculum, as well as the benefits that the Freshmen could be obtained through their participations in the Orientation Camp.
 - Orientation Regulations were followed.
 - Most of the Freshmen had not chosen a major under the Faculty of Engineering.
 - Hospitality was offered by Ex-Co.



8.2.5 Report on Orientation Camp

Person-In-Charge:

SHUM Cheuk Yee

Internal Vice-chairperson

CSA, ENS, HKUSU,

Session 2015–2016

Introduction:

The 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

Date:

24th August 2015–26th August 2015

Time:

09:00 (24th August 2015)–13:00 (26th August 2015)

Venues:

- Gathering venue:
 - Lecture Theatre C, LG1/F, Chow Yei Ching Building, The University of Hong Kong
- Campsite:
 - Sai Kung Outdoor Recreation Centre
- Beach games venue:
 - Clear Water Bay 1st Beach

Theme:

C#



Fee:

- HK\$450 per participant (for the Freshmen)
- HK\$280 per participant (for Ex-Co and helpers)

Number of participants:

46 in total

- Central Helper: 1
- Current Ex-Co: 10
- Group Helpers: 4
- Group Leaders: 6
- Spies: 2
- The Freshmen: 23

Resources borrowed:

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

Guest:

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

Central Helper:

Lai Cheuk Hin [BEng 1]

Group Helpers:

- Man Ting Chun Matthew [BEng 1]
- Tse Wai Shun [BEng 1]
- Choi Chi Hin [BEng(CompSc) 2]
- Tam Chi Ho [BEng(CompSc) 2]

Group Leaders:

- Fung Tsz Ching [BEng 1]
- Hui Lok Tung [BEng 1]



- Ip Wing Sze [BEng 1]
- Lai Cheuk Wing [BBA(Acc&Fin) 1]
- Mok Ho Ting [BEng(CompSc) 3]
- Wong Cho Fung [BEng 1]

Spies:

- Li Hayden Hean Ting [BEng 1]
- Wong Ho Sum [BEng 1]

Groups:

- 堅果其他組
- BB 豬 掂過碌蔗
- 得啦

Rundown:

24th August 2015

Time	Event
09:00–09:45	Gathering
09:45–09:50	Briefing
09:50–09:55	Speech by staff of the Department
09:55–10:00	Speech by the Chairperson of the Association (Session 2015–2016)
10:00–10:45	Ice-breaking games
10:45–11:00	Discussion of group names
11:00–17:30	Hong Kong Orienteering
17:30–18:00	Collecting luggage and settle down
18:00–19:00	Dinner
19:00–19:30	CS Cheers teaching and practice
19:30–22:00	Detective game

25th August 2015

Time	Event
07:30–08:00	Morning call



08:00–09:00	Breakfast
09:00–11:00	Mass games
11:00–11:30	CS Cheers practice
11:30–12:00	Preparation to beach
12:00–13:00	Lunch
13:00–13:30	Travelling to beach
13:30–16:00	Beach games
16:00–16:30	Revelation of spies
16:30–17:00	Settle down
17:00–17:30	Travelling to campsite
17:30–18:00	Settle down
18:00–19:00	Dinner
19:00–20:00	Night Walk
20:00–21:30	Campfire

26th August 2015

Time	Event
07:30–08:00	Morning call
08:00–08:40	Breakfast
08:40–09:00	CS Cheers practice
09:00–09:15	CS Cheers demonstration
09:15–09:45	Voting
09:45–09:55	Time for the past Ex-co
09:55–10:00	Announcement of voting results
10:00–10:05	Prize presentation
10:05–11:00	Message leaving
11:00–12:30	Luggage packing
12:30–13:00	Photo taking

Result:

BB 豬 掂過碌蔗 was the champion.

Evaluations:

■ Preparations:



- Helpers should attend the pre-game and briefing session in order to have a better understanding to the whole rundown.

■ Rundown:

- Day 1:
 - The Freshmen were willing to learn CS Cheers.
 - The atmosphere of detective game was good.
 - The time for detective game was not enough, it was suggested that less complicated tasks could be used in detective game.
- Day 2:
 - The atmosphere of mass games was good.
 - The duration of each mass games cost more time than expected.
 - The atmosphere of campfire was good.
 - Some campfire songs should be taught before campfire.
- Day 3:
 - CS cheers demonstration was satisfactory.
 - Atmosphere of message leaving session was good, but the time was not enough.



8.2.6 Report on Mixer (Semester 1, 2015–2016)

Person-In-Charge:

AU Ching Mei

Financial Secretary

CSA, ENS, HKUSU,

Session 2015–2016

Introduction:

Mixer (Semester 1, 2015–2016) was a buffet-like function which was organized 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 let the students be more familiar with each other
- To introduce the Department to the Freshmen

Date:

15th September 2015

Time:

12:30–14:30

Venue:

Union Foyer, Union Building, The University of Hong Kong

Resources borrowed:

- Pull up banners from the Department
- Wireless microphone from HKUSU
- Public address system (Portable Type) from HKUSU
- Long tables from HKUSU

Details:



- 28 trays of refreshment were provided.
- 21 bottles of drinks were provided.

Number of participants:

Around 100

Rundown:

15th September 2015

Time	Event
12:30–12:35	Speech by the Chairperson of the Association (Session 2015–2016)
12:35–12:40	Speech by Professor Benjamin C.M. Kao (Deputy Head (Academic))
12:40–12:50	Photo taking
12:50–14:30	Refreshment

Evaluations:

- Preparation:
 - The time spent on setting up the venue was satisfactory.
- Rundown:
 - The venue was large enough to serve all the participants, the photo taking was great.
 - 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.



8.2.7 Report on Career Talk

Person-In-Charge:

CHAN Lap Lam

Information Secretary

CSA, ENS, HKUSU,

Session 2015–2016

Introduction:

Career Talk was an event to provide the working experience of the guests and current career information to the participants.

Aim:

To provide career information for the participants

Date:

N/A

Time:

N/A

Venue:

N/A

Details:

Career Talk was cancelled. However, we co-organized a joint-university conference, University IT Exploration Conference 2015, which was jointly organized by the following academic societies:

- Hong Kong Joint Universities Computer Association
- The Computer Science Society, The Student Union of The Chinese University of Hong Kong
- The Computer Science and Engineering Students' Society, HKUSTSU
- Computer Science Society, City University of Hong Kong Students' Union
- Society of Computing Studies of The Hong Kong Polytechnic University
- Hong Kong Baptist University Computer Science Society
- Student Society of Computing of The Open University of Hong Kong

The conference included case sharing sessions, workshops and booths about IT industry and career.



8.2.8 Report on Halloween Party

Person-In-Charge:

KWOK On Ki

External General Secretary and Acting Marketing Secretary

CSA, ENS, HKUSU,

Session 2015–2016

Introduction:

This was a gathering party for Computer Science student. Some typical festive Halloween activities include trick-or-treating, playing scary games and ghost tour were held to celebrate this well-known Western festival. Party food and drinks were provided.

Aims:

- To provide an opportunity for the students to know more about the Association
- To provide a pleasant environment for the Members to relax
- To make the Members more familiar with each other

Date:

27th October 2015

Time:

19:30–22:30

Venue:

LE2, Library Extension Building, The University of Hong Kong

Fee:

HK\$50 per participant

Resources borrowed:

- Exam tables from Estate Office
- Mobile display boards from ENS, HKUSU

Details:

- 9 bottles of drinks were provided.



- 7 pizza and some snacks were provided.

Number of participants:

22

Rundown:

27th October 2015

Time	Event
19:30–20:00	Make up and dress up
20:00–20:30	Food Party
20:30–21:15	Playing scary games
21:15–21:30	Photo taking
21:30–22:30	Ghost tour: visiting and telling ghost stories of the University

Evaluations:

- Preparation:
 - It would be better to collect the participation fee before the party.
- Rundown:
 - Foods were enough.
 - The quantity of Halloween make up were satisfactory.
 - Scary games were good and made many participants surprised.
 - Ghost tour was interesting by forming some scary points.
- Post-activity:
 - It would be better to increase time for reverting the venue LE2.



8.2.9 Report on Welfare Week

Person-In-Charge:

TANG Chun Keung

Welfare Secretary

CSA, ENS, HKUSU,

Session 2015–2016

Introduction:

Welfare Week was an important function of welfare to the Members. Items for sale were sold to the Members with markdown.

Aim:

To promote the general welfare of the Members.

Date:

23th November 2015, 24th November 2015, 26th November 2015

Time:

15:30–18:30

Venue:

Counter outside HW311, Haking Wong Building, The University of Hong Kong

Resource borrowed:

Long table from the Department

Details:

- Two new products had been produced, which were Association Jacket (2015–2016) and Association T-Shirt (2015–2016).
- Discounts had been given to Association Coffee Mug, Association Paper (2012–2013) and Association T-Shirt (2013–2014).
- Free gifts for the Members.



Evaluation:

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



8.2.10 Report on Superpass Day (Semester 1, 2015–2016)

Person-In-Charge:

CHEUNG Ching Hong

Social Secretary and Acting Sports Secretary

CSA, ENS, HKUSU,

Session 2015–2016

Introduction:

Superpass Day included Superpass Fai Chun Writing and Superpass Dinner. It is one of the traditions in the University believing that students will get a more excellent result after participating in the 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 2015

Time:

15:30–22:00

Venue:

- Superpass Fai-chun Writing:
 - Counter outside HW311, Haking Wong Building, The University of Hong Kong
- Superpass Dinner:
 - 成發海鮮小廚, 2/F, Shek Tong Tsui Market, 470 Queen's Road West, Hong Kong

Fee:

HK\$60 per participant

Resources borrowed:

- Cleaver and cutting board from 成發海鮮小廚
- Long tables from the Department



Details:

- A board was provided for posting up the Fai-chun.
- Superpass Fai-chun Writing was free of charge.
- Fai-chun could be taken away.
- The assembling venue for Superpass Dinner was outside HW311, Haking Wong Building, The University of Hong Kong.

Number of participants:

26

Rundown:

27th November 2015

Time	Event
15:30–18:30	Hosting the counter and organizing 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	Dinner
21:30–21:45	Distribution of red packets
21:45–22:00	Photo taking

Evaluations:

- Preparation:
 - Food tasting was done before choosing the restaurant.
 - Posters were prepared on time.
- Rundown:
 - There were enough red papers for writing Fai-chun.
 - The quality of the food was satisfactory.
 - The amount of food was not enough for participants.



8.2.11 Report on Singing Contest

Person-In-Charge:

LEUNG Lok Ming

Internal General Secretary

CSA, ENS, HKUSU,

Session 2015–2016

Introduction:

Singing Contest was a competition for the Members to show their talents. Some of the Members who were not performing also came to be the audiences and enjoyed the show.

Aims:

- To provide an opportunity for the Members to perform
- To promote communication among the Members
- To provide a pleasant environment for the Members to enjoy music

Date:

21st January 2016

Time:

19:00–21:00

Venue:

MBG07, Main Building, The University of Hong Kong

Resources borrowed:

- Exam tables from Estate Office
- Wireless microphones from the Learning Environment Services
- Wireless microphone stands the Learning Environment Services

Details:

- There were 10 solo contestants and 3 units of group contestants in total.
- Voting sheets were prepared for the audiences to vote for the contestants.

Number of participants:



Around 30

Rundown:

21st January 2016

Time	Event
19:00–19:15	Entry
19:15–19:20	Introduction
19:20–20:05	Performance by solo contestants
20:05–20:15	Intermission
20:15–20:45	Performance by group contestants
20:45–20:50	Interview of the contestants
20:50–21:00	Prize presentation

Results:

■ Solo:

- Champion: CHENG Tak Kin [BEng1]
- First runner up: CHAN Ho Wah David [BEng(CompSc) 3]
- Second runner up:
 - CHAU Chun Wing [BEng 1]
 - TAM Chi Ho Jerry [BEng(CompSc) 3]

■ Group:

- Champion:
 - CS 劉關張
- First runner up:
 - 酷愛張敬軒演唱會
 - 琪翁合唱團

Evaluations:

■ Preparation:

- The deadline of registration was too close with the day of the function, so the preparation time was limited.
- A rehearsal was suggested in order to have a smoother flow.

■ Rundown:

- The atmosphere was good and the audiences were enjoyed.



8.2.12 Report on Dumpling Day

Person-In-Charge:

HO Oi Yung

Publication and Publicity Secretary

CSA, ENS, HKUSU,

Session 2015–2016

Introduction:

“Tangyuan” (Dumpling) is usually eaten together with family in many Chinese families as it traditionally symbolizes the togetherness. The function provided the occasion for the Members to make and eat “Tangyuan” together.

Aims:

- To promote the idea of unity and wholeness of the Association
- To promote cross intercultural communication among the Association
- To enhance the understanding about the Department of the Members

Date:

22nd January 2016

Time:

12:30–14:30

Venue:

Union Foyer, Union Building, The University of Hong Kong

Resources borrowed:

- Trolley from the Department
- Mobile display boards from HKUSU
- Long Table from HKUSU

Details:

- A counter was set up at Union Foyer, Union Building, The University of Hong Kong.
- Dough and stuffing were prepared by Ex-co.
- Riddles were posted on the boards.



- Participants were rewarded a bowl of dumpling after guessed a riddle successfully.

Number of participants:

Around 30

Evaluations:

- Preparation:
 - The time spent on setting up the venue and ingredients was satisfactory.
- Rundown:
 - The number of participants was not satisfactory.
 - Promotion should be done earlier.
 - The food was served in a satisfied speed.
 - The types of flavors were satisfactory.
 - It was recommended to cancel the chestnut flavor.
 - Utensils were enough.
 - Riddles were interesting.
- Post-activity:
 - The time spent on packing and cleaning was satisfactory.



8.2.13 Report on CS Hiking

Person-In-Charge:

CHEUNG Ching Hong

Social Secretary and Acting Sports Secretary

CSA, ENS, HKUSU,

Session 2015–2016

Introduction:

CS Hiking was a sports activity for the Members. It provided an opportunity for them to relax and strengthen the bonding of the Members.

Aims:

- To promote communication and friendship among the Members
- To promote sports activities

Date:

6th February 2016

Time:

10:00–16:00

Venue:

Shing Mun Reservoir

Detail:

Refreshment was provided.

Number of participants:

23

Evaluations:

- Preparation:
 - Pre-trip was done before CS Hiking.
- Rundown:
 - There were enough refreshments for the participants.



8.3 Welfare and Service Report

8.3.1 Report on Association Coffee Mug Sales

Person-in-Charge:

TANG Chun Keung

Welfare Secretary

CSA, ENS, HKUSU,

Session 2015–2016

Introduction:

The item was produced in 2010 and re-designed in 2015. The remaining stock was available for sale.

Aim:

To provide welfare to the Members

Period:

January 2010–February 2016

Details:

Item	Price			Sold
	Member	Non-member	Welfare Week	
Association Coffee Mug	HK\$55	HK\$65	HK\$50	1

Evaluations:

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



8.3.2 Report on Association Jacket Sales

Person-in-Charge:

TANG Chun Keung

Welfare Secretary

CSA, ENS, HKUSU,

Session 2015–2016

Introduction:

Association Jacket (2015–2016) was produced in this year. It was ordered in Zitison Limited.

Aim:

To provide welfare to the Members

Period:

November 2015–February 2016

Details:

Item	Price			Sold
	Member	Non-member	Welfare Week	
Association Jacket (2015–2016)	HK\$150	HK\$160	HK\$140	29

Evaluation:

The sales were satisfactory.



8.3.3 Report on Association T-Shirt Sales

Person-in-Charge:

TANG Chun Keung
Welfare Secretary
CSA, ENS, HKUSU,
Session 2015–2016

Introduction:

Association T-shirt (2013–2014) was produced in 2014. It was ordered in DOS International Limited. The remaining stock was available for sale. Association T-Shirt (2015–2016) was produced in this year. It was ordered in Zitison Limited.

Aim:

To provide welfare to the Members

Period:

- Association T-shirt (2013–2014):
 - January 2014–February 2016
- Association T-shirt (2015–2016):
 - September 2015–February 2016

Details:

Item	Price			Sold
	Member	Non-member	Welfare Week	
Association T-shirt (2013–2014)	HK\$50	HK\$55	HK\$45	1
Association T-shirt (2015–2016)	HK\$40	HK\$50	HK\$30	21

Evaluations:

- Association T-shirt (2013–2014):
 - The sales were not satisfactory.
- Association T-shirt (2015–2016):
 - The sales were satisfactory.



8.3.4 Report on Borrowing of Recreational Facilities

Person-in-Charge:

TANG Chun Keung

Welfare Secretary

CSA, ENS, HKUSU,

Session 2015–2016

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:

The followings were available for borrowing.

■ Board Games:

- Carcassonne
- Chinese Chess
- Connect Four
- Go
- Health and Happiness Chess
- Magnetic Aeroplane Chess
- Magnetic Soccer Chess
- Marble Chess
- Pictionary

■ Sports Items:

- Basketball
- Football
- Hula Hoop
- Shuttlecock and Badminton Racket
- Table Tennis Bat and Ping-Pong Ball

■ Stationery:

- Cutter Plate
- Key Punch



- Larger Stapler
- Others:
 - Air Pump
 - Lighter
 - Megaphone
 - Mini Football
 - Monopoly Deal
 - Playing Card
 - San Guo Sha
 - Set of Toy Bowling
 - Timer

Evaluation:

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



8.3.5 Report on Class Photo Taking

Person-in-Charge:

TANG Chun Keung

Welfare Secretary

CSA, ENS, HKUSU,

Session 2015–2016

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 3 in 4-year curriculum	13:25, 28 th January 2016	Open area outside Theatre A, Chow Yei Ching Building
CS Year 2 in 4-year curriculum	14:25, 28 th January 2016	

Evaluation:

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.



8.3.6 Report on Departmental Windbreaker Sales

Person-in-Charge:

TANG Chun Keung

Welfare Secretary

CSA, ENS, HKUSU,

Session 2015–2016

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 2016

Details:

Item	Price	Sold
Departmental Windbreaker	HK\$100	0

Evaluation:

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

8.3.7 Report on Departmental Mobile Chain Sales

Person-in-Charge:

TANG Chun Keung

Welfare Secretary

CSA, ENS, HKUSU,

Session 2015–2016

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 2016

Details:

Item	Price	Sold
Departmental Mobile Chain	HK\$7	0

Evaluations:

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



8.3.8 Report on Marketing Activities

Person-in-Charge:

KWOK On Ki

External General Secretary and Acting Marketing Secretary

CSA, ENS, HKUSU,

Session 2015–2016

Introduction:

Marketing activities involved finding sponsorship to fund for functions.

Aims:

To find sponsor products for the participants of functions

To keep a good linkage between business bodies

To seek cash sponsor for functions in order to enhance effectiveness in organizing functions

Details:

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

■ Sponsoring organizations of Inauguration Ceremony:

- CEDARS (Cash)
- 寶蓮苑 (Food)
- 可可店 (Food)
- 華叔海鮮飯店 (Food)
- 梁輝醫館 (Cash)
- 加記 (Food)
- 一休 (Food)
- 金祥排骨面 (Food)

■ Sponsoring individuals of Inauguration Ceremony:

- Prof. F.Y.L. Chin (Cash)
- Prof. W. Wang (Cash)
- Dr. A.T.C. Tam (Cash)
- Dr. C.K. Chui (Cash)
- Prof. B.C.M. Kao (Cash)
- Dr. H.F. Ting (Cash)
- Dr. K.P. Chan (Cash)
- Dr. B. Oliveira (Cash)



- Dr. H.M. Cui (Cash)
- Sponsoring organization of Registration Day:
 - CEDARS (Cash)
- Sponsoring organization of Orientation Camp:
 - Energy Watt (Sponsor products)
 - TopFun (Sponsor products)
 - Zitison Limited (Sponsor products)

Evaluations:

- 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 the Members.
- It was recommended to find sponsorship for the entire annual plan, instead of function-by-function.



8.3.9 Report on Membership Card

Person-in-Charge:

TANG Chun Keung

Welfare Secretary

CSA, ENS, HKUSU,

Session 2015–2016

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:

Promotion on the renewal of Membership Card was not enough.



8.3.10 Report on Newsletter Publication

Person-In-Charge:

HO Oi Yung

Publication and Publicity Secretary

CSA, ENS, HKUSU,

Session 2015–2016

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 311, Haking Wong Building, The University of Hong Kong; Room 312, Haking Wong Building, The University of Hong Kong; and at CS' Area. Colour-printed newsletters were displayed at the Association Board of the Association while there were two more copies that were displayed at the Registration day counter. Electronic newsletters were available on the website and Facebook page 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 2015–2016.

- Issue JUL 2015
 - Cover Story
 - Introduction of Biterate
 - Function Review
 - Inauguration Ceremony
 - Mixer (Semester 2, 2014–2015)
 - Superpass Day (Semester 2, 2014–2015)
 - Function Preview
 - Registration Day
 - Orientation Camp
 - Welfare Column
 - Calling for Submissions



- Issue FEB 2016
 - Cover Story
 - Farewell Message
 - Function Review
 - Registration Day
 - Orientation Camp
 - Mixer (Semester 1, 2015–2016)
 - University IT Exploration Conference 2015
 - Halloween Party
 - Welfare Week
 - Superpass Day (Semester 1, 2015–2016)
 - Singing Contest
 - Dumpling Day
 - CS Hiking
 - Agenda of Annual General Meeting of Computer Science Association, Engineering Society, HKUSU, Session2015–2016

Evaluations:

- 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.



8.3.11 Report on Other Products Sales

Person-in-Charge:

TANG Chun Keung

Welfare Secretary

CSA, ENS, HKUSU,

Session 2015–2016

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 2016

Details:

Item	Price	Sold
CD-R	HK\$1.5	0
DVD+R	HK\$2	0
DVD+R Double Layer	HK\$6	0
Tissue	HK\$1	138

Evaluations:

- The sales were satisfactory.
- It was recommended to have more promotion on CD-R, DVD+R and DVD+R Double Layer.



8.3.12 Report on Souvenirs for Graduates

Person-in-Charge:

TANG Chun Keung

Welfare Secretary

CSA, ENS, HKUSU,

Session 2015–2016

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 2015

Detail:

70 copies were made where 60 of them were distributed.

Evaluations:

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



8.3.13 Report on Stationery Sales

Person-in-Charge:

TANG Chun Keung

Welfare Secretary

CSA, ENS, HKUSU,

Session 2015–2016

Introduction:

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

Aim:

To provide welfare to the Members

Period:

March 2013–February 2016

Details:

Item	Price			Sold
	Member	Non-member	Welfare Week	
Association Paper (2012– 2013)	HK\$13	HK\$15	HK\$12	1

Evaluations:

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



8.4 External Affair Report

8.4.1 Report on Joint Universities Computer Association (JUCA)

Person-In-Charge:

HO Ka Miu

External Vice-chairperson

CSA, ENS, HKUSU,

Session 2015–2016

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 organized 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:

We co-organized a joint-university conference, University IT Exploration Conference 2015, which was jointly organized by the following academic societies:

- Hong Kong Joint Universities Computer Association
- The Computer Science Society, The Student Union of The Chinese University of Hong Kong
- The Computer Science and Engineering Students' Society, HKUSTSU
- Computer Science Society, City University of Hong Kong Students' Union
- Society of Computing Studies of The Hong Kong Polytechnic University
- Hong Kong Baptist University Computer Science Society
- Student Society of Computing of The Open University of Hong Kong

The conference included case sharing sessions, workshops and booths about IT industry and career.



Evaluation:

It was recommended to have better communication with other academic societies earlier in the session.



8.4.2 Report on relationship with other academic bodies

Person-In-Charge:

HO Ka Miu

External Vice-chairperson

CSA, ENS, HKUSU,

Session 2015–2016

Within the University:

- Engineering Society, Hong Kong University Students' Union (Engineering Society, HKUSU)
 - Engineering Society, HKUSU is the representative body for all students in the Faculty of Engineering, The University of Hong Kong.
 - The relationship between the Association and Engineering Society, HKUSU was good this year. Engineering Society, HKUSU provided assistance to the Association on orientation matters and collection on membership fees.
- Civil Engineering Society, Engineering Society, HKUSU (CES, ENS, HKUSU)
 - CES, ENS, HKUSU is a student organization serving the staff and students in the Department of Civil Engineering, The University of Hong Kong.
 - The relationship between the Association and CES, ENS, HKUSU was good this year. CES, ENS, HKUSU and our Association compromised on the orientation matters. Resources were borrowed from the Association and lent to CES, ENS, HKUSU.
- Electrical and Electronic Engineering Association, Engineering Society, HKUSU (EEEE, ENS, HKUSU)
 - EEEA, ENS, HKUSU is a student organization serving the staff and students in the Department of Electrical and Electronic Engineering, The University of Hong Kong.
 - 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, Engineering Society, Hong Kong University Students' Union (IEA, ENS, HKUSU)
 - IEA, ENS, HKUSU is a student organization serving the 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.

- Information Systems Association, Business and Economics Association, Hong Kong University Students' Union (ISA, BEA, HKUSU)
 - ISA, BEA, HKUSU is 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. Bring your own device (BYOD) which was proposed by the Department was discussed.
- Mechanical Engineering Society, Engineering Society, Hong Kong University Students' Union (MES, ENS, HKUSU)
 - MES, ENS, HKUSU is a student organization serving the 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 is 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.
 - The relationship between the Association and TechKU was good this year. A lunch meeting was arranged and cooperation opportunities were considered.

Outside the University:

The following societies maintained a good relationship with the Association. The societies involved are as follows:

- Computer Science Society, City University of Hong Kong Students' Union
- Hong Kong Baptist University Computer Science Society
- Society of Computing Studies, The Hong Kong Polytechnic University Students' Union



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- 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:

Maintaining a good relationship with different societies is recommended.

8.4.3 Report on participation in inauguration ceremonies of other societies

Person-In-Charge:

HO Ka Miu

External Vice-chairperson

CSA, ENS, HKUSU,

Session 2015–2016

Introduction:

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

Aims:

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

Participated inauguration ceremony of the following societies:

- Within the University:
 - Information Systems Association, BEA, HKUSU on 20th January 2015
 - Engineering Society, Hong Kong University Students' Union on 27th March 2015
 - Mechanical Engineering Society, Engineering Society, Hong Kong University Students' Union on 30th March 2015
 - Electrical and Electronic Engineering Association, Engineering Society, HKUSU on 2nd April 2015
 - Civil Engineering Society, Engineering Society, HKUSU on 10th April 2015
- Outside the University:
 - The Computer Science Society, The Student Union of The Chinese University of Hong Kong on 27th February 2015
 - The Student Society of Computing, The Open University of Hong Kong on 14th March 2015
 - Hong Kong Baptist University, The Computer Science Society on 20th April 2015



Evaluations:

- A positive image was built after attending the inauguration ceremony.
- Whatsapp groups were created with different representatives from different societies.
- Year plan of different societies was shared and collaboration opportunities were discussed.



9 Annual Financial Report

Computer Science Association, Engineering Society, HKUSU, Session 2015–2016

Annual Financial Report For the Year Ended 1st February 2016 (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	965.90	
Mixer (Semester 2, 2014–2015)	A2	0.00	
Superpass Day (Semester 2, 2014–2015)	A3		174.80
Registration Day	A4		548.60
Orientation Camp	A5	1692.60	
Mixer (Semester 1, 2015–2016)	A6	0.00	
Halloween Party	A7		307.00
Superpass Day (Semester 1, 2015–2016)	A8		74.80
Welfare Week	A9		14.00
Singing Contest	A10		1148.00
Dumpling Day	A11		292.20
CS Hiking	A12		528.00
2. Administration			
Annual Budget			80.00
Annual Report			1000.00
Grant for Proposed Cabinet			500.00
Photocopy			174.50
Stationery			132.50
3. Membership Subscription			
Existing Member (3-Year Curriculum, Expires on 2015)	(\$17.5 × 23)	402.50	
Existing Member (4-Year Curriculum, Expires on 2015)	(\$25 × 6)	150.00	
Existing Member (4-Year Curriculum, Expires on 2016)	(\$50 × 25)	1250.00	
Existing Member (4-Year Curriculum, Expires on 2017)	(\$50 × 33)	1650.00	
New Member (4-Year Curriculum, Expires on 2018)	(\$25 × 55)	1375.00	
New Member (4-Year Curriculum, Expires on 2017)	(\$25 × 4)	100.00	
New Member (4-Year Curriculum, Expires on 2016)	(\$25 × 10)	250.00	
4. Sports			
Squash			30.00
5. Welfare			
Newsletter			57.60
Souvenir for Graduates			882.40
Welfare Item Sales	C	485.20	

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6. Others

Bank Interest	0.40	
Bank Service Charge		180.00
Color Ink		228.00
Compact Photo Printer		1180.00
First Aid Kit		35.00
Gain on Annual Budget Payable	64.00	
Gain on Annual Report Payable	311.20	
Loss on Grant for Proposed Cabinet Payable		320.50
Registration Fee	($\$10 \times 69 + \20×8)	850.00
Total	9546.80	7887.90

Surplus/ (Deficit) of Session 2015–20161658.90



Balance Sheet as at 1st February 2016

	Note	\$	\$
Current Assets			
Bank		31653.38	
Cash		6772.70	
Stock		3899.60	
Total Current Assets			42325.68
Less: Current Liabilities			
Annual Budget Payable		80.00	
Annual Report Payable		1000.00	
Grant for Proposed Cabinet Payable		500.00	
Newsletter Payable		28.80	
Prepaid Membership Fee	B2	10325.00	
Total Current Liabilities			11933.80
Net Current Assets			30391.88
Balanced by:			
Accumulated Funds b/f from Session 2014–2015			
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	
Grant for Proposed Cabinet Payable		500.00	
Newsletter Payable		24.00	
Prepaid Member Fee	B1	6552.50	
Total Current Liabilities			8056.50
Net Current Assets			28732.98
Add: Surplus/ (Deficit) of Session 2015–2016			1658.90
Accumulated Fund c/f			30391.88

Prepared by
AU Ching Mei

Approved by,
TAM Hoi Kit

Audited by
Professor W. Wang

Financial Secretary,
Computer Science Association,
Engineering Society,
HKUSU,
Session 2015–2016

Chairperson,
Computer Science Association,
Engineering Society,
HKUSU,
Session 2015–2016

Honorary Auditor,
Computer Science Association,
Engineering Society,
HKUSU,
Session 2015–2016



Association Chop



Notes to Annual Financial Report

A. Details of Activities and Functions

1. Inauguration Ceremony

	<u>Income(\$)</u>	<u>Expenditure(\$)</u>
Sponsorship from CEDARS	800.00	
Sponsorship from Shop	100.00	
Sponsorship from Teaching Staff	2900.00	
Banner (3' x 8')		96.00
Booklet		1056.00
Bottled Drink		226.70
Decoration		120.00
Facial Tissue (5 Units)		19.90
Food Tray (2 Units)		55.60
Foodstuff		393.20
Invitation Card		110.00
Plastic Cup (50 Units)		48.00
Plastic Glove (25 Units)		6.90
Poster (A3 Size, Color)		14.00
Rental Charge		84.00
Souvenir for Guests		360.80
Thank You Card		200.00
Wine		43.00
Total	3800.00	2834.10
Surplus / (Deficit)		965.90

2. Mixer (Semester 2, 2014–2015)

	<u>Income(\$)</u>	<u>Expenditure(\$)</u>
Funding from the Department	3856.60	
Bottled Drink		213.70
Facial Tissue (5 Units)		19.90
Food Tong		72.00
Food Tray (2 Units)		13.90
Foodstuff		3353.00
Garbage Bag (50 Units)		29.90
Paper Plate (10 Units)		40.80
Plastic Cup (50 Units)		36.00
Plastic Fork (24 Units)		25.50
Plastic Glove (25 Units)		6.90
Poster (A3 Size, Color)		14.00
Table Cloth (50 Units)		15.90
Wet Tissue (3 Units)		15.10
Total	3856.60	3856.60
Surplus / (Deficit)		0.00



Notes to Annual Financial Report

3. Superpass Day (Semester 2, 2014–2015)

		<u>Income(\$)</u>	<u>Expenditure(\$)</u>
Application Fee	(\$60 × 26)	1560.00	
Catering Fee			1346.00
Poster (A3 Size, Color)	(\$2 × 9)		18.00
Red Paper			20.00
Roasted Piglet			308.00
Superpass Red Packet	(\$1.3 × 25 + \$10.3)		42.80
Total		1560.00	1734.80
Surplus / (Deficit)			(174.80)

4. Registration Day

		<u>Income(\$)</u>	<u>Expenditure(\$)</u>
Sponsorship from CEDARS		1200.00	
Banner (3' × 8')			60.00
Decoration			237.70
Promotional Fan			1199.20
Promotional Sticker			251.70
Total		1200.00	1748.60
Surplus / (Deficit)			(548.60)

5. Orientation Camp

		<u>Income(\$)</u>	<u>Expenditure(\$)</u>
Application Fee for the Freshmen	(\$450 × 26)	11700.00	
Application Fee for Ex-Co	(\$280 × 10)	2800.00	
Application Fee for Helpers	(\$280 × 13)	3640.00	
Application Fee for Past Ex-Co	(\$28.5 × 4)	114.00	
Application Fee for Pre-Camp	(\$28.5 × 10)	285.00	
Deposit of Application	(\$112.5 × 3)	337.50	
Campfire			1012.70
Campsite Fee for Orientation Camp	(\$28.5 × 98)		2793.00
Campsite Fee for Pre-Camp	(\$28.5 × 10)		285.00
Catering Fee	(\$119 × 45)		5355.00
Coach			2000.00
Game Expenses			1921.00
Orientation Camp T-Shirt			2883.00
Photocopy			183.00
Poster (A3 Size, Color)	(\$2 × 7)		14.00
Prize			151.20
Taxi			110.00
Van	(\$238 × 2)		476.00
Total		18876.50	17183.90
Surplus / (Deficit)			1692.60



Notes to Annual Financial Report

6. Mixer (Semester 1, 2015–2016)

	<u>Income(\$)</u>	<u>Expenditure(\$)</u>
Funding from the Department	3938.00	
Bottled Drink		239.10
Facial Tissue (5 Units)		19.90
Food Tray (2 Units)		12.00
Foodstuff	(\$2100 + \$969.6 + \$280 + \$120.6)	3470.20
Paper Cup (50 Units)		12.00
Paper Plate (10 Units)	(\$4.3 × 20)	86.00
Plastic Fork (24 Units)	(\$3.4 × 20)	68.00
Poster (A3 Size, Color)	(\$2 × 7)	14.00
Wet Tissue (3 Units)		16.80
Total	3938.00	3938.00
Surplus / (Deficit)		0.00

7. Halloween Party

	<u>Income(\$)</u>	<u>Expenditure(\$)</u>
Application Fee	(\$50 × 22)	1100.00
Bottled Drink		147.10
Decoration		109.00
Make-Up Tool Set		60.00
Paper Cup (50 Units)	(\$12 × 3)	36.00
Pizza		595.20
Poster (A3 Size, Color)	(\$2 × 7)	14.00
Rental Charge	(\$44 × 3)	132.00
Snacks		297.20
Wet Tissue (3 Units)		16.50
Total	1100.00	1407.00
Surplus / (Deficit)		(307.00)

8. Superpass Day (Semester 1, 2015–2016)

	<u>Income(\$)</u>	<u>Expenditure(\$)</u>
Application Fee	(\$60 × 26)	1560.00
Catering Fee		1270.00
Poster (A3 Size, Color)	(\$2 × 7)	14.00
Roasted Piglet		308.00
Superpass Red Packet	(\$1.3 × 25 + \$10.3)	42.80
Total	1560.00	1634.80
Surplus / (Deficit)		(74.80)



Notes to Annual Financial Report

9. Welfare Week

		<u>Income(\$)</u>	<u>Expenditure(\$)</u>
Poster (A3 Size, Color)	(\$2 × 7)		14.00
Total		0.00	14.00
Surplus / (Deficit)			<u>(14.00)</u>

10. Singing Contest

		<u>Income(\$)</u>	<u>Expenditure(\$)</u>
Poster (A3 Size, Color)	(\$2 × 7)		14.00
Prize			958.00
Rental Charge	(\$44 × 4)		176.00
Total		0.00	1148.00
Surplus / (Deficit)			<u>(1148.00)</u>

11. Dumpling Day

		<u>Income(\$)</u>	<u>Expenditure(\$)</u>
Ingredient			154.80
Insulating Cup (30 Units)	(\$13.9 × 4)		55.60
Kitchen Tissue			8.90
Plastic Glove (30 Units)	(\$5.5 × 6)		33.00
Poster (A3 Size, Color)	(\$2 × 7)		14.00
Scoop			25.90
Total		0.00	292.20
Surplus / (Deficit)			<u>(292.20)</u>

12. CS Hiking

		<u>Income(\$)</u>	<u>Expenditure(\$)</u>
Snacks			528.00
Total		0.00	528.00
Surplus / (Deficit)			<u>(528.00)</u>

Notes to Annual Financial Report

B. Details of Prepaid Membership Fee

1. Prepaid Membership Fees b/f from Session 2014–2015

<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

2. Prepaid Membership Fees c/f

<u>Expiry Year</u>	<u>Number of Members</u>	<u>Prepaid Amount (\$)</u>	<u>Sub-Total (\$)</u>
2016	25	25.00	625.00
2016	10	25.00	250.00
2017	33	75.00	2475.00
2017	4	25.00	100.00
2018	55	125.00	6875.00
Total			10325.00

Notes to Annual Financial Report

C. Welfare Item Sales

1. Purchases and Stock

	Purchases			Opening Stock		Closing Stock	
	Unit Price (\$)	Quantity	Amount (\$)	Quantity	Amount (\$)	Quantity	Amount (\$)
Association Coffee Mug	52.00			15	780.00	14	728.00
Association Jacket (2015–2016)	134.50	40	5380.00			11	1479.50
Association Paper (2012–2013)	11.70			61	713.70	60	702.00
Association T-Shirt (2013–2014)	48.00			3	144.00	2	96.00
Association T-Shirt (2015–2016)	21.00	44	924.00			23	483.00
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	0	0.00
Total			6304.00		2145.40		3899.60

2. Sales

	Remarks	Unit Price (\$)	Quantity	Amount (\$)
Association Coffee Mug	(Member Price)	55.00	0	0.00
Association Coffee Mug	(Non-Member Price)	65.00	0	0.00
Association Coffee Mug	(Welfare Week Price)	50.00	1	50.00
Association Jacket (2015–2016)	(Member Price)	150.00	0	0.00
Association Jacket (2015–2016)	(Non-Member Price)	160.00	0	0.00
Association Jacket (2015–2016)	(Welfare Week Price)	140.00	29	4060.00
Association Paper (2012–2013)	(Member Price)	13.00	0	0.00
Association Paper (2012–2013)	(Non-Member Price)	15.00	0	0.00
Association Paper (2012–2013)	(Welfare Week Price)	12.00	1	12.00
Association T-Shirt (2013–2014)	(Member Price)	50.00	0	0.00
Association T-Shirt (2013–2014)	(Non-Member Price)	55.00	0	0.00
Association T-Shirt (2013–2014)	(Welfare Week Price)	45.00	1	45.00
Association T-Shirt (2015–2016)	(Member Price)	40.00	8	320.00
Association T-Shirt (2015–2016)	(Non-Member Price)	50.00	1	50.00
Association T-Shirt (2015–2016)	(Welfare Week Price)	30.00	12	360.00
CD-R		1.50	0	0.00
Departmental Mobile Chain		7.00	0	0.00
Departmental Windbreaker		100.00	0	0.00
DVD+R		2.00	0	0.00
DVD+R Double-Layer		6.00	0	0.00
Tissue		1.00	138	138.00
Total				5035.00



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Notes to Annual Financial Report

3. Surplus or Deficit

	\$	\$	\$
Sales			5035.00
Less: Cost of Goods Sold			
Opening Stock	2145.40		
Add: Purchases	6304.00		
		8449.40	
Less: Closing Stock		3899.60	
			4549.80
Surplus in Welfare Item Sales			<u>485.20</u>

(End of Annual Report)



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