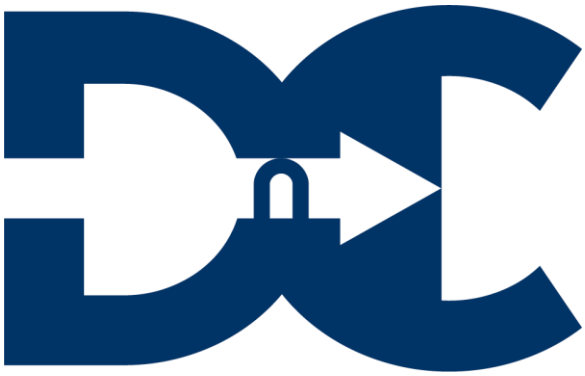


DnC

Annual Report of

Computer Science Association,

Engineering Society, HKUSU,

Session 2017–2018

Contents

1 Terminology 3

2 Preface 4

3 Constitution of Computer Science Association, Engineering Society, HKUSU 5

4 Agenda of Annual General Meeting of Computer Science Association, Engineering Society, HKUSU, Session 2017–2018 15

5 Minutes of Annual General Meeting of Computer Science Association, Engineering Society, HKUSU, Session 2016–2017 17

6 Minutes of 1st Extraordinary General Meeting of Computer Science Association, Engineering Society, HKUSU, Session 2017–2018 42

7 Nomination of Candidates for the Election of Office Bearers of Computer Science Association, Engineering Society, HKUSU, Session 2018–2019 50

8 Reports of Computer Science Association, Engineering Society, HKUSU, Session 2017–2018 51

8.1 General Report 51

8.2 Annual Functional Report 53

8.2.1 Report on Mixer (Semester 2, 2016–2017) 53

8.2.2 Report on Photo-taking Day 56

8.2.3 Report on Inauguration Ceremony 58

8.2.4 Report on Superpass Day (Semester 2, 2016–2017) 62

8.2.5 Report on Orientation Program 2017—Registration Day 65

8.2.6 Report on Orientation Program 2017—Orientation Camp 68

8.2.7 Report on Mixer (Semester 1, 2017–2018) 73

8.2.8 Report on CSA × ISA Open Data Hackathon 2017 75

8.2.9 Report on Annual Dinner 77

8.2.10 Report on Joint Society Dodgeball Competition 80

8.2.11 Report on Welfare Week 82

8.2.12 Report on Superpass Day (Semester 1, 2017–2018) 84

8.2.13 Report on CS Hiking Trip 87

8.3 Welfare and Service Report 89
8.3.1 Report on Association Bag Sales 89
8.3.2 Report on Association Coffee Mug Sales 90
8.3.3 Report on Association Hoodie Sales 91
8.3.4 Report on Association Jacket Sales 92
8.3.5 Report on Association T-shirt Sales 93
8.3.6 Report on Borrowing of Recreational Facilities 95
8.3.7 Report on Class Photo Taking 97
8.3.8 Report on Departmental Mobile Chain Sales 98
8.3.9 Report on Departmental Windbreaker Sales 99
8.3.10 Report on Marketing Activities 100
8.3.11 Report on Membership Card 103
8.3.12 Report on Newsletter Publication 104
8.3.13 Report on Other Product Sales 106
8.3.14 Report on Souvenirs for Graduates 107
8.3.15 Report on Stationery Sales 108
8.4 External Affair Report 109
8.4.1 Report on Joint Universities Computer Association (JUCA) 109
8.4.2 Report on relationship with other academic bodies 111
8.4.3 Report on participation in inauguration ceremonies of other societies 114

9 Annual Financial Report 116

1 Terminology

Term	**Meaning**
Ex-Co	Executive Committee members of 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

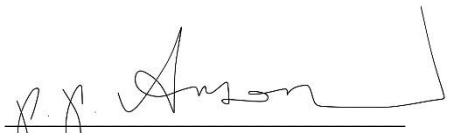
2 Preface

Being the cabinet of the Association in the session of 2017–2018, DnC has served our members with our greatest efforts. It is a proud privilege for us to organize different functions and activities for the Members, which became a great accomplishment not just because they helped in fulfilling the objectives of the Association, but also providing a chance to the Members to enjoy their university lives.

In this session, we have organized 13 functions in total. Massive functions like Mixer, Inauguration Ceremony and Orientation Program 2017—Orientation Camp have been held successfully. Within those functions, CSA × ISA Open Data Hackathon 2017, which is a coding competition, became a starting point for similar academic functions and activities in the future. Moreover, Joint Society Dodgeball Competition provided a platform for us to interact with other academic societies, as well as to maintain a good relationship among us.

We have been serving our members whole-heartedly throughout the past year. We would like to thank all the helpers, the Members and the Department for their support and encouragement.

Prepared by,
POON Tsz Ho Cedric



Chairperson
Computer Science Association,
Engineering Society, HKUSU,
Session 2017–2018

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 2017–2018

Annual General Meeting of Computer Science Association, Engineering Society, HKUSU, Session 2017–2018

Date: 27th February 2018 (Tuesday)
Time: 14:30
Venue: Room 308, Chow Yei Ching Building, The University of Hong Kong

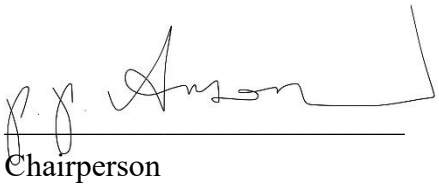
Agenda

1 Call to order
2 To appoint the acting Honorary Secretary
3 To receive and adopt the agenda
4 To receive and adopt the minutes of the Annual General Meeting, Computer Science Association, Engineering Society, HKUSU, Session 2016–2017
5 To receive and adopt the minutes of the 1st Extraordinary General Meeting, Computer Science Association, Engineering Society, HKUSU, Session 2017–2018
6 To receive and adopt the General Report of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2017–2018
7 To receive and adopt the Annual Functional Report of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2017–2018
8 To receive and adopt the Welfare and Service Report of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2017–2018
9 To receive and adopt the External Affair Report of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2017–2018
10 To receive and adopt the Annual Financial Report of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2017–2018
11 To elect the Honorary Members, if any
12 Any Other Business
13 Adjournment

Prepared by,
LEUNG Ho Pong James

Internal General Secretary
Computer Science Association,
Engineering Society, HKUSU,
Session 2017–2018

Approved by,
POON Tsz Ho Cedric



Chairperson
Computer Science Association,
Engineering Society, HKUSU,
Session 2017–2018

5 Minutes of Annual General Meeting of Computer Science Association, Engineering Society, HKUSU, Session 2016–2017

Terminology of Minutes of Annual General Meeting of Computer Science Association, Engineering Society, HKUSU, Session 2016–2017

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	Annual General Meeting of the Association, Session 2016–2017
the Members	All members of the Association
the University	The University of Hong Kong

Minutes of Annual General Meeting of Computer Science Association, Engineering Society, HKUSU, Session 2016–2017

Date: 24th February 2017 (Friday)
Time: 09:30
Venue: Room 308, Chow Yei Ching Building, The University of Hong Kong

Meeting Chairperson:	KWOK Cheuk Lum (Chairperson of CSA, ENS, HKUSU, Session 2016–2017)
Acting Honorary Secretary:	NG Cheuk Hei (Internal General Secretary of CSA, ENS, HKUSU, Session 2016–2017)
Returning Officer:	CHAN Chi Chung (Chairperson of Electrical and Electronic Engineering Association, Engineering Society, HKUSU, Session 2016–2017)

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 2017–2018
5 To receive and adopt the minutes of Annual General Meeting, Computer Science Association, Engineering Society, HKUSU, Session 2015–2016
6 To receive and adopt the minutes of the 1st Extraordinary General Meeting, Computer Science Association, Engineering Society, HKUSU, Session 2016–2017
7 To receive and adopt the General Report of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2016–2017
8 To receive and adopt the Annual Functional Report of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2016–2017
9 To receive and adopt the Welfare and Service Report of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2016–2017
10 To receive and adopt the External Affair Report of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2016–2017

11 To receive and adopt the Annual Financial Report of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2016–2017
12 To receive and adopt the Annual Budget of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2017–2018
13 To elect the Honorary Members, if any
14 To amend the Constitution, if any
15 Any Other Business
16 Adjournment

Discussion

At 09:30, 24th February 2017, Meeting Chairperson (KWOK Cheuk Lum (CS2 (4-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2016–2017)) announced that due to lack of attendees to satisfy the requirement of quorum stated in Section 4.1.3 of the Constitution, the Meeting would be suspended for 50 minutes.

At 10:20, 24th February 2017, Meeting Chairperson (KWOK Cheuk Lum (CS2 (4-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2016–2017)) announced that the Meeting was resumed, with 24 attendees as quorum.

---

1 Call to order

Meeting Chairperson (KWOK Cheuk Lum (CS2 (4-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2016–2017)) 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 10:27, 24th February 2017, Meeting Chairperson (KWOK Cheuk Lum (CS2 (4-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2016–2017)) announced that he had received Motion 01.

Motion that: "To appoint NG Cheuk Hei (UID: 3035299997) to be the acting Honorary Secretary of Annual General Meeting of CSA, ENS, HKUSU, Session 2016–2017"
Proposer: WOO Chong Yiu (CS2 (4-year curriculum), Internal Vice-chairperson of CSA, ENS, HKUSU, Session 2016–2017)
Seconder: CHAN Lap Kiu (CS2 (4-year curriculum), Welfare Secretary of CSA, ENS, HKUSU, Session 2016–2017)
Resolution: No Discussion, No Objection, Motion **Carried**.

Meeting Chairperson (KWOK Cheuk Lum (CS2 (4-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2016–2017)) asked if there were other doubts on agendum 2. If not, the Meeting would be moved to agendum 3, "To receive and adopt the agenda".

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3 To receive and adopt the agenda

At 10:30, 24th February 2017, Meeting Chairperson (KWOK Cheuk Lum (CS2 (4-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2016–2017)) announced that he had received Motion 02.

Motion that: "To receive and adopt the agenda"
Proposer: WOO Chong Yiu (CS2 (4-year curriculum), Internal Vice-chairperson of CSA, ENS, HKUSU, Session 2016–2017)
Seconder: CHAN Lap Kiu (CS2 (4-year curriculum), Welfare Secretary of CSA, ENS, HKUSU, Session 2016–2017)
Resolution: No Discussion, No Objection, Motion **Carried**.

Meeting Chairperson (KWOK Cheuk Lum (CS2 (4-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2016–2017)) asked if there were other doubts on agendum 3. If not, the Meeting would be moved to agendum 4, "To elect the office bearers of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2017–2018".

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4 To elect the office bearers of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2017–2018

POON Tsz Ho Cedric (CS3 (4-year curriculum), Nominated Chairperson of CSA, ENS, HKUSU, Session 2017–2018) asked the Meeting Chairperson (KWOK Cheuk Lum (CS2 (4-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2016–2017)) if he could be granted to introduce the nominated cabinet.

Meeting Chairperson (KWOK Cheuk Lum (CS2 (4-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2016–2017)) approved.

POON Tsz Ho Cedric (CS3 (4-year curriculum), Nominated Chairperson of CSA, ENS, HKUSU, Session 2017–2018) introduced the nominated cabinet.

Meeting Chairperson (KWOK Cheuk Lum (CS2 (4-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2016–2017)) explained the voting procedures.

Meeting Chairperson (KWOK Cheuk Lum (CS2 (4-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2016–2017)) announced the number of valid voters was 24, and voters could obtain their votes from the Returning Officer.

> Resolution: Among 24 votes conducted, the voting result was as follows:
> 24 votes for the nominated cabinet “DnC”,
> 0 vote against,
> 0 vote abstained,
> 0 vote invalidated.

Meeting Chairperson (KWOK Cheuk Lum (CS2 (4-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2016–2017)) announced the nominated cabinet was elected.

POON Tsz Ho Cedric (CS3 (4-year curriculum), Chairperson-elect of CSA, ENS, HKUSU, Session 2017–2018) asked Meeting Chairperson (KWOK Cheuk Lum (CS2 (4-year curriculum), Chairperson

of CSA, ENS, HKUSU, Session 2016–2017)) if he could be granted to thank for the support.

Meeting Chairperson (KWOK Cheuk Lum (CS2 (4-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2016–2017)) approved.

POON Tsz Ho Cedric (CS3 (4-year curriculum), Chairperson-elect of CSA, ENS, HKUSU, Session 2017–2018) thanked for the support.

Meeting Chairperson (KWOK Cheuk Lum (CS2 (4-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2016–2017)) asked if there were other doubts on agendum 4. If not, the Meeting would be moved to agendum 5, "To receive and adopt the minutes of the Annual General Meeting, Computer Science Association, Engineering Society, HKUSU, Session 2015–2016".

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5 To receive and adopt the minutes of the Annual General Meeting, Computer Science Association, Engineering Society, HKUSU, Session 2015–2016

At 10:40, 24th February 2017, Meeting Chairperson (KWOK Cheuk Lum (CS2 (4-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2016–2017)) announced that he had received Motion 03.

Motion that:	"To receive and adopt the minutes of the Annual General Meeting, Computer Science Association, Engineering Society, HKUSU, Session 2015–2016"
Proposer:	WOO Chong Yiu (CS2 (4-year curriculum), Internal Vice-chairperson of CSA, ENS, HKUSU, Session 2016–2017)
Seconder:	CHAN Lap Kiu (CS2 (4-year curriculum), Welfare Secretary of CSA, ENS, HKUSU, Session 2016–2017)

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

Meeting Chairperson (KWOK Cheuk Lum (CS2 (4-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2016–2017)) asked if there were other doubts on agendum 5. If not, the Meeting would be moved to agendum 6, "To receive and adopt the minutes of the 1st Extraordinary General

Meeting, Computer Science Association, Engineering Society, HKUSU, Session 2016–2017".

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6 To receive and adopt the minutes of the 1st Extraordinary General Meeting, Computer Science Association, Engineering Society, HKUSU, Session 2016–2017

At 10:42, 24th February 2017, Meeting Chairperson (KWOK Cheuk Lum (CS2 (4-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2016–2017)) announced that he had received Motion 04.

Motion that: "To receive and adopt the minutes of the 1st Extraordinary General Meeting, Computer Science Association, Engineering Society, HKUSU, Session 2016–2017"

Proposer: WOO Chong Yiu (CS2 (4-year curriculum), Internal Vice-chairperson of CSA, ENS, HKUSU, Session 2016–2017)

Seconder: CHAN Lap Kiu (CS2 (4-year curriculum), Welfare Secretary of CSA, ENS, HKUSU, Session 2016–2017)

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

Meeting Chairperson (KWOK Cheuk Lum (CS2 (4-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2016–2017)) asked if there were other doubts on agendum 6. If not, the Meeting would be moved to agendum 7, "To receive and adopt the General Report of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2016–2017".

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7 To receive and adopt the General Report of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2016–2017

At 10:44, 24th February 2016, Meeting Chairperson (KWOK Cheuk Lum (CS2 (4-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2016–2017)) announced that he had received Motion 05.

Motion that: "To vacate KWOK Cheuk Lum (UID: 3035269992) and appoint CHENG Tak Kin (UID: 3035240116) as the acting Meeting Chairperson of Annual General Meeting of CSA, ENS, HKUSU, Session 2016–2017"

Proposer: WOO Chong Yiu (CS2 (4-year curriculum), Internal Vice-chairperson of CSA, ENS, HKUSU, Session 2016–2017)
Seconder: CHAN Lap Kiu (CS2 (4-year curriculum), Welfare Secretary of CSA, ENS, HKUSU, Session 2016–2017)
Resolution: No Discussion, No Objection, Motion **Carried.**

KWOK Cheuk Lum (CS2 (4-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2016–2017) asked acting Meeting Chairperson (CHENG Tak Kin (CS2 (4-year curriculum), Publication and Publicity Secretary and Acting Information Secretary of CSA, ENS, HKUSU, Session 2016–2017)) if he could be granted to present the General Report of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2016–2017.

Acting Meeting Chairperson (CHENG Tak Kin (CS2 (4-year curriculum), Publication and Publicity Secretary and Acting Information Secretary of CSA, ENS, HKUSU, Session 2016–2017)) approved.

KWOK Cheuk Lum (CS2 (4-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2016–2017) presented the General Report of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2016–2017.

At 10:48, 24th February 2017, acting Meeting Chairperson (CHENG Tak Kin (CS2 (4-year curriculum), Publication and Publicity Secretary and Acting Information Secretary of CSA, ENS, HKUSU, Session 2016–2017)) announced that he had received Motion 06.

Motion that: "To receive and adopt the General Report of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2016–2017"
Proposer: WOO Chong Yiu (CS2 (4-year curriculum), Internal Vice-chairperson of CSA, ENS, HKUSU, Session 2016–2017)
Seconder: CHAN Lap Kiu (CS2 (4-year curriculum), Welfare Secretary of CSA, ENS, HKUSU, Session 2016–2017)
Resolution: No Discussion, No Objection, Motion **Carried.**

Acting Meeting Chairperson (CHENG Tak Kin (CS2 (4-year curriculum), Publication and Publicity Secretary and Acting Information Secretary of CSA, ENS, HKUSU, Session 2016–2017)) asked if there were other doubts on agendum 7. If not, the Meeting would be moved to agendum 8, "To receive and adopt the Annual Functional Report of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2016–2017".

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8 To receive and adopt the Annual Functional Report of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2016–2017

KWOK Cheuk Lum (CS2 (4-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2016–2017) asked acting Meeting Chairperson (CHENG Tak Kin (CS2 (4-year curriculum), Publication and Publicity Secretary and Acting Information Secretary of CSA, ENS, HKUSU, Session 2016–2017)) if he could be granted to report Joint Society Ball.

Acting Meeting Chairperson (CHENG Tak Kin (CS2 (4-year curriculum), Publication and Publicity Secretary and Acting Information Secretary of CSA, ENS, HKUSU, Session 2016–2017)) approved.

KWOK Cheuk Lum (CS2 (4-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2016–2017) reported Joint Society Ball.

HO Cheuk Yan (CivE2 (4-year curriculum), External General Secretary of CSA, ENS, HKUSU, Session 2016–2017) asked acting Meeting Chairperson (CHENG Tak Kin (CS2 (4-year curriculum), Publication and Publicity Secretary and Acting Information Secretary of CSA, ENS, HKUSU, Session 2016–2017)) if she could be granted to report Inauguration Ceremony.

Acting Meeting Chairperson (CHENG Tak Kin (CS2 (4-year curriculum), Publication and Publicity Secretary and Acting Information Secretary of CSA, ENS, HKUSU, Session 2016–2017)) approved.

HO Cheuk Yan (CivE2 (4-year curriculum), External General Secretary of CSA, ENS, HKUSU, Session 2016–2017) reported Inauguration Ceremony.

IP Wing Sze (CS3 (4-year curriculum), Financial Secretary of CSA, ENS, HKUSU, Session 2016–2017) asked acting Meeting Chairperson (CHENG Tak Kin (CS2 (4-year curriculum), Publication and Publicity Secretary and Acting Information Secretary of CSA, ENS, HKUSU, Session 2016–2017)) if she could be granted to report Mixer (Semester 2, 2015–2016) and Mixer (Semester 1, 2016–2017).

Acting Meeting Chairperson (CHENG Tak Kin (CS2 (4-year curriculum), Publication and Publicity Secretary and Acting Information Secretary of CSA, ENS, HKUSU, Session 2016–2017)) approved.

IP Wing Sze (CS3 (4-year curriculum), Financial Secretary of CSA, ENS, HKUSU, Session 2016–2017) reported Mixer (Semester 2, 2015–2016) and Mixer (Semester 1, 2016–2017).

CHEUNG Chi Ying (MECH2 (4-year curriculum), External Vice-chairperson and Acting Social Secretary of CSA, ENS, HKUSU, Session 2016–2017) asked acting Meeting Chairperson (CHENG Tak Kin (CS2 (4-year curriculum), Publication and Publicity Secretary and Acting Information Secretary of CSA, ENS, HKUSU, Session 2016–2017)) if she could be granted to report Superpass Day (Semester 2, 2015–2016) and Superpass Day (Semester 1, 2016–2017).

Acting Meeting Chairperson (CHENG Tak Kin (CS2 (4-year curriculum), Publication and Publicity Secretary and Acting Information Secretary of CSA, ENS, HKUSU, Session 2016–2017)) approved.

CHEUNG Chi Ying (MECH2 (4-year curriculum), External Vice-chairperson and Acting Social Secretary of CSA, ENS, HKUSU, Session 2016–2017) reported Superpass Day (Semester 2, 2015–2016) and Superpass Day (Semester 1, 2016–2017).

CHEUNG Chi Ying (MECH2 (4-year curriculum), External Vice-chairperson and Acting Social Secretary of CSA, ENS, HKUSU, Session 2016–2017) asked acting Meeting Chairperson (CHENG Tak Kin (CS2 (4-year curriculum), Publication and Publicity Secretary and Acting Information Secretary of CSA, ENS, HKUSU, Session 2016–2017)) if she could be granted to report Orientation Program 2016—Registration Day.

Acting Meeting Chairperson (CHENG Tak Kin (CS2 (4-year curriculum), Publication and Publicity

Secretary and Acting Information Secretary of CSA, ENS, HKUSU, Session 2016–2017)) approved.

CHEUNG Chi Ying (MECH2 (4-year curriculum), External Vice-chairperson and Acting Social Secretary of CSA, ENS, HKUSU, Session 2016–2017) reported Orientation Program 2016—Registration Day.

WOO Chong Yiu (CS2 (4-year curriculum), Internal Vice-chairperson of CSA, ENS, HKUSU, Session 2016–2017) asked acting Meeting Chairperson (CHENG Tak Kin (CS2 (4-year curriculum), Publication and Publicity Secretary and Acting Information Secretary of CSA, ENS, HKUSU, Session 2016–2017)) if he could be granted to report Orientation Program 2016—Orientation Camp.

Acting Meeting Chairperson (CHENG Tak Kin (CS2 (4-year curriculum), Publication and Publicity Secretary and Acting Information Secretary of CSA, ENS, HKUSU, Session 2016–2017)) approved.

WOO Chong Yiu (CS2 (4-year curriculum), Internal Vice-chairperson of CSA, ENS, HKUSU, Session 2016–2017) reported Orientation Program 2016—Orientation Camp.

SHUM Cheuk Yee (CS3 (4-year curriculum), Internal Vice-chairperson of CSA, ENS, HKUSU, Session 2015–2016) asked about the general performance of the helpers in the function.

WOO Chong Yiu (CS2 (4-year curriculum), Internal Vice-chairperson of CSA, ENS, HKUSU, Session 2016–2017) answered that the overall performance was average and there were rooms for improvement, it is better for holding more briefing about the preparation and flow of the function in the coming session.

LEUNG Lok Ming (CS3 (4-year curriculum), Internal General Secretary of CSA, ENS, HKUSU, Session 2015–2016) asked if there was vice person-in-charge in the function and what would be his/her duty.

WOO Chong Yiu (CS2 (4-year curriculum), Internal Vice-chairperson of CSA, ENS, HKUSU, Session 2016–2017) answered that there was vice person-in-charge and it would be amended later. Also, the duty was to assist person-in-charge and be responsible for the function if person-in-charge

was absent.

LEUNG Lok Ming (CS3 (4-year curriculum), Internal General Secretary of CSA, ENS, HKUSU, Session 2015–2016) commented that the person-in-charge was absent in the second night and there was a little problem in settling down the past Ex-Co, it is hoped that current and coming Ex-Co could be more familiar about the arrangement and flow of the function. Moreover, the time used on course registration was too long and would affect the rundown.

At 11:27, 24th February 2017, acting Meeting Chairperson (CHENG Tak Kin (CS2 (4-year curriculum), Publication and Publicity Secretary and Acting Information Secretary of CSA, ENS, HKUSU, Session 2016–2017)) announced that he had received Motion 07.

Motion that:	"To amend the Annual Functional Report of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2016–2017: To add "Vice person-in-charge: CHAU Chun Wing Marketing Secretary CSA, ENS, HKUSU, Session 2016–2017" on p.78"
Proposer:	WOO Chong Yiu (CS2 (4-year curriculum), Internal Vice-chairperson of CSA, ENS, HKUSU, Session 2016–2017)
Seconder:	CHAN Lap Kiu (CS2 (4-year curriculum), Welfare Secretary of CSA, ENS, HKUSU, Session 2016–2017)

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

KWONG Brian (CS2 (4-year curriculum), Sports Secretary of CSA, ENS, HKUSU, Session 2016–2017) asked acting Meeting Chairperson (CHENG Tak Kin (CS2 (4-year curriculum), Publication and Publicity Secretary and Acting Information Secretary of CSA, ENS, HKUSU, Session 2016–2017)) if he could be granted to report CSA X ISA LOL Tournament.

Acting Meeting Chairperson (CHENG Tak Kin (CS2 (4-year curriculum), Publication and Publicity Secretary and Acting Information Secretary of CSA, ENS, HKUSU, Session 2016–2017)) approved. KWONG Brian (CS2 (4-year curriculum), Sports Secretary of CSA, ENS, HKUSU, Session 2016–2017) reported CSA X ISA LOL Tournament.

CHAU Chun Wing (CS2 (4-year curriculum), Marketing Secretary of CSA, ENS, HKUSU, Session 2016–2017) asked acting Meeting Chairperson (CHENG Tak Kin (CS2 (4-year curriculum), Publication and Publicity Secretary and Acting Information Secretary of CSA, ENS, HKUSU, Session 2016–2017)) if he could be granted to report Annual Dinner.

Acting Meeting Chairperson (CHENG Tak Kin (CS2 (4-year curriculum), Publication and Publicity Secretary and Acting Information Secretary of CSA, ENS, HKUSU, Session 2016–2017)) approved.

CHAU Chun Wing (CS2 (4-year curriculum), Marketing Secretary of CSA, ENS, HKUSU, Session 2016–2017) reported Annual Dinner.

KWONG Brian (CS2 (4-year curriculum), Sports Secretary of CSA, ENS, HKUSU, Session 2016–2017) asked acting Meeting Chairperson (CHENG Tak Kin (CS2 (4-year curriculum), Publication and Publicity Secretary and Acting Information Secretary of CSA, ENS, HKUSU, Session 2016–2017)) if he could be granted to report CS Hiking.

Acting Meeting Chairperson (CHENG Tak Kin (CS2 (4-year curriculum), Publication and Publicity Secretary and Acting Information Secretary of CSA, ENS, HKUSU, Session 2016–2017)) approved.

KWONG Brian (CS2 (4-year curriculum), Sports Secretary of CSA, ENS, HKUSU, Session 2016–2017) reported CS Hiking.

CHAN Lap Kiu (CS2 (4-year curriculum), Welfare Secretary of CSA, ENS, HKUSU, Session 2016–2017) asked acting Meeting Chairperson (CHENG Tak Kin (CS2 (4-year curriculum), Publication and Publicity Secretary and Acting Information Secretary of CSA, ENS, HKUSU, Session 2016–2017)) if he could be granted to report Welfare Week (Semester 1, 2016–2017) and Welfare Week (Semester 2, 2016–2017).

Acting Meeting Chairperson (CHENG Tak Kin (CS2 (4-year curriculum), Publication and Publicity Secretary and Acting Information Secretary of CSA, ENS, HKUSU, Session 2016–2017)) approved.

CHAN Lap Kiu (CS2 (4-year curriculum), Welfare Secretary of CSA, ENS, HKUSU, Session 2016–

2017) reported Welfare Week (Semester 1, 2016–2017) and Welfare Week (Semester 2, 2016–2017).

At 11:09, 24th February 2017, acting Meeting Chairperson (CHENG Tak Kin (CS2 (4-year curriculum), Publication and Publicity Secretary and Acting Information Secretary of CSA, ENS, HKUSU, Session 2016–2017)) announced that the authority of Meeting Chairperson would be transferred to KWOK Cheuk Lum (CS2 (4-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2016–2017).

At 11:10, 24th February 2017, KWOK Cheuk Lum (CS2 (4-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2016–2017) accepted the authority of Meeting Chairperson.

CHENG Tak Kin (CS2 (4-year curriculum), Publication and Publicity Secretary and Acting Information Secretary of CSA, ENS, HKUSU, Session 2016–2017) asked Meeting Chairperson (KWOK Cheuk Lum (CS2 (4-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2016–2017)) if he could be granted to report SITCON X HK 2016.

Meeting Chairperson (KWOK Cheuk Lum (CS2 (4-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2016–2017)) approved.

CHENG Tak Kin (CS2 (4-year curriculum), Publication and Publicity Secretary and Acting Information Secretary of CSA, ENS, HKUSU, Session 2016–2017) reported SITCON X HK 2016.

SHUM Cheuk Yee (CS3 (4-year curriculum), Internal Vice-chairperson of CSA, ENS, HKUSU, Session 2015–2016) asked what the role of the Association was and if the Association has used money in the function.

CHENG Tak Kin (CS2 (4-year curriculum), Publication and Publicity Secretary and Acting Information Secretary of CSA, ENS, HKUSU, Session 2016–2017) answered the Association was one of the organizers and there was not any money used in the function.

At 11:46, 24th February 2017, Meeting Chairperson (KWOK Cheuk Lum (CS2 (4-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2016–2017)) announced that he had received Motion 08.

Motion that: "To receive and adopt the amended Annual Functional Report of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2016–2017"

Proposer: WOO Chong Yiu (CS2 (4-year curriculum), Internal Vice-chairperson of CSA, ENS, HKUSU, Session 2016–2017)

Seconder: CHAN Lap Kiu (CS2 (4-year curriculum), Welfare Secretary of CSA, ENS, HKUSU, Session 2016–2017)

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

Meeting Chairperson (KWOK Cheuk Lum (CS2 (4-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2016–2017)) asked if there were other doubts on agendum 8. If not, the Meeting would be moved to agendum 9, "To receive and adopt the Welfare and Service Report of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2016–2017".

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9 To receive and adopt the Welfare and Service Report of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2016–2017

CHAN Lap Kiu (CS2 (4-year curriculum), Welfare Secretary of CSA, ENS, HKUSU, Session 2016–2017) asked Meeting Chairperson (KWOK Cheuk Lum (CS2 (4-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2016–2017)) if he could be granted to report the Welfare and Service Report of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2016–2017.

Meeting Chairperson (KWOK Cheuk Lum (CS2 (4-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2016–2017)) approved.

CHAN Lap Kiu (CS2 (4-year curriculum), Welfare Secretary of CSA, ENS, HKUSU, Session 2016–2017) reported the Welfare and Service Report of the Executive Committee, Computer Science

Association, Engineering Society, HKUSU, Session 2016–2017.

CHENG Tak Kin (CS2 (4-year curriculum), Publication and Publicity Secretary and Acting Information Secretary of CSA, ENS, HKUSU, Session 2016–2017) asked Meeting Chairperson (KWOK Cheuk Lum (CS2 (4-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2016–2017)) if he could be granted to report Newsletter Publication.

Meeting Chairperson (KWOK Cheuk Lum (CS2 (4-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2016–2017)) approved.

CHENG Tak Kin (CS2 (4-year curriculum), Publication and Publicity Secretary and Acting Information Secretary of CSA, ENS, HKUSU, Session 2016–2017) reported Newsletter Publication.

CHAU Chun Wing (CS2 (4-year curriculum), Marketing Secretary of CSA, ENS, HKUSU, Session 2016–2017) asked Meeting Chairperson (KWOK Cheuk Lum (CS2 (4-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2016–2017)) if he could be granted to report Marketing Activities.

Meeting Chairperson (KWOK Cheuk Lum (CS2 (4-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2016–2017)) approved.

CHAU Chun Wing (CS2 (4-year curriculum), Marketing Secretary of CSA, ENS, HKUSU, Session 2016–2017) reported Marketing Activities.

At 12:00, 24th February 2017, Meeting Chairperson (KWOK Cheuk Lum (CS2 (4-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2016–2017)) announced that he had received Motion 09.

Motion that:	"To receive and adopt the Welfare and Service Report of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2016–2017"
Proposer:	WOO Chong Yiu (CS2 (4-year curriculum), Internal Vice-chairperson of CSA, ENS, HKUSU, Session 2016–2017)

Seconder: CHAN Lap Kiu (CS2 (4-year curriculum), Welfare Secretary of CSA, ENS, HKUSU, Session 2016–2017)

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

Meeting Chairperson (KWOK Cheuk Lum (CS2 (4-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2016–2017)) asked if there were other doubts on agendum 9. If not, the Meeting would be moved to agendum 10, "To receive and adopt the External Affair Report of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2016–2017".

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10 To receive and adopt the External Affair Report of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2016–2017

CHEUNG Chi Ying (MECH2 (4-year curriculum), External Vice-chairperson and Acting Social Secretary of CSA, ENS, HKUSU, Session 2016–2017) asked Meeting Chairperson (KWOK Cheuk Lum (CS2 (4-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2016–2017)) if she could be granted to report the External Affair Report of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2016–2017.

Meeting Chairperson (KWOK Cheuk Lum (CS2 (4-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2016–2017)) approved.

CHEUNG Chi Ying (MECH2 (4-year curriculum), External Vice-chairperson and Acting Social Secretary of CSA, ENS, HKUSU, Session 2016–2017) reported the External Affair Report of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2016–2017.

At 12:08, 24th February 2017, Meeting Chairperson (KWOK Cheuk Lum (CS2 (4-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2016–2017)) announced that he had received Motion 10.

Motion that: "To receive and adopt the amended External Affair Report of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2016–2017"
Proposer: WOO Chong Yiu (CS2 (4-year curriculum), Internal Vice-chairperson of CSA, ENS, HKUSU, Session 2016–2017)
Seconder: CHAN Lap Kiu (CS2 (4-year curriculum), Welfare Secretary of CSA, ENS, HKUSU, Session 2016–2017)
Resolution: No Discussion, No Objection, Motion **Carried.**

Meeting Chairperson (KWOK Cheuk Lum (CS2 (4-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2016–2017)) asked if there were other doubts on agendum 10. If not, the Meeting would be moved to agendum 11, "To receive and adopt the Annual Financial Report of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2016–2017".

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11 To receive and adopt the Annual Financial Report of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2016–2017

IP Wing Sze (CS3 (4-year curriculum), Financial Secretary of CSA, ENS, HKUSU, Session 2016–2017) asked Meeting Chairperson (KWOK Cheuk Lum (CS2 (4-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2016–2017)) if she could be granted to report the Annual Financial Report of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2016–2017.

Meeting Chairperson (KWOK Cheuk Lum (CS2 (4-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2016–2017)) approved.

IP Wing Sze (CS3 (4-year curriculum), Financial Secretary of CSA, ENS, HKUSU, Session 2016–2017) reported the Annual Financial Report of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2016–2017.

SHUM Cheuk Yee (CS3 (4-year curriculum), Internal Vice-chairperson of CSA, ENS, HKUSU, Session 2015–2016) asked the item “welfare pack” was a General Welfare or exclusively for the function “Welfare Week” and how many times could each of the Members get.

CHAN Lap Kiu (CS2 (4-year curriculum), Welfare Secretary of CSA, ENS, HKUSU, Session 2016–2017) answered that it should be exclusively for Welfare Week and each of the Members could get two times. It was his fault to put this item on General Welfare on the Annual Financial Report of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2016–2017.

AU Ching Mei (CS3 (4-year curriculum), Financial Secretary of CSA, ENS, HKUSU, Session 2015–2016) advised different items should be stated clearly in different columns.

SHUM Cheuk Yee (CS3 (4-year curriculum), Internal Vice-chairperson of CSA, ENS, HKUSU, Session 2015–2016) asked why there was the function “SITCON X HK 2016” in the Annual Functional Report of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2016–2017 but not existing in the Annual Financial Report of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2016–2017.

IP Wing Sze (CS3 (4-year curriculum), Financial Secretary of CSA, ENS, HKUSU, Session 2016–2017) answered that it was her fault not adding the function in the Annual Financial Report of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2016–2017.

AU Ching Mei (CS3 (4-year curriculum), Financial Secretary of CSA, ENS, HKUSU, Session 2015–2016) asked about the details of “Game Expenses” in Orientation Program 2016—Orientation Camp.

IP Wing Sze (CS3 (4-year curriculum), Financial Secretary of CSA, ENS, HKUSU, Session 2016–2017) explained and presented the details of items bought for “Game Expenses” in Orientation Program 2016—Orientation Camp.

At 13:00, 24th February 2017, Meeting Chairperson (KWOK Cheuk Lum (CS2 (4-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2016–2017)) announced that he had received Motion 11.

Motion that: "To receive and adopt the Annual Financial Report of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2016–2017"

Proposer: WOO Chong Yiu (CS2 (4-year curriculum), Internal Vice-chairperson of CSA, ENS, HKUSU, Session 2016–2017)

Seconder: CHAN Lap Kiu (CS2 (4-year curriculum), Welfare Secretary of CSA, ENS, HKUSU, Session 2016–2017)

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

Meeting Chairperson (KWOK Cheuk Lum (CS2 (4-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2016–2017)) asked if there were other doubts on agendum 11. If not, the Meeting would be moved to agendum 12, "To receive and adopt the Annual Budget of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2017–2018".

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12 To receive and adopt the Annual Budget of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2017–2018

CHUN Sin Ying (BEng 1 (4-year curriculum), External General Secretary-elect and Acting Financial Secretary-elect of CSA, ENS, HKUSU, Session 2017–2018) asked Meeting Chairperson (KWOK Cheuk Lum (CS2 (4-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2016–2017)) if she could be granted to report the Annual Budget of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2017–2018.

Meeting Chairperson (KWOK Cheuk Lum (CS2 (4-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2016–2017)) approved.

CHUN Sin Ying (BEng 1 (4-year curriculum), External General Secretary-elect and Acting Financial Secretary-elect of CSA, ENS, HKUSU, Session 2017–2018) reported the Annual Budget of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2017–

2018.

At 13:07, 24th February 2017, Meeting Chairperson (KWOK Cheuk Lum (CS2 (4-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2016–2017)) announced that he had received Motion 12.

Motion that: "To receive and adopt the Annual Budget of the Executive Committee, Computer Science Association, Engineering Society, HKUSU, Session 2017–2018"

Proposer: CHUN Sin Ying (BEng 1 (4-year curriculum), External General Secretary-elect and Acting Financial Secretary-elect of CSA, ENS, HKUSU, Session 2017–2018)

Seconder: CHAN Ming Yui (BEng 1 (4-year curriculum), Internal Vice-chairperson-elect of CSA, ENS, HKUSU, Session 2017–2018)

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

Meeting Chairperson (KWOK Cheuk Lum (CS2 (4-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2016–2017)) asked if there were other doubts on agendum 12. If not, the Meeting would be moved to agendum 13, "To elect the Honorary Members, if any".

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13 To elect the Honorary Members, if any

Meeting Chairperson (KWOK Cheuk Lum (CS2 (4-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2016–2017)) asked if there were any discussion on agendum 13. If not, the Meeting would be moved to agendum 14, "To amend the Constitution, if any".

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14 To amend the Constitution, if any

WOO Chong Yiu (CS2 (4-year curriculum), Internal Vice-chairperson of CSA, ENS, HKUSU, Session 2016–2017) reported that the Constitution would be amended. Firstly, is deleting the sentence "be eligible for office in the Executive Committee of the Association" in Section 2.2.2.1 of

the Constitution. Secondly, is adding "Elected candidates shall be eligible for office in the following-session Committee of the Association unless upon resignation" in Section 5.2.5. He mentioned that the reason of the amendment was when Ex-Co cannot choose Computer Science as their majors during the session, he/she can still hold office in the Executive Committee. It can therefore reduce the administrative cost to cast a vote of confidence for Ex-Co losing their Membership, in an Extraordinary General Meeting.

SHUM Cheuk Yee (CS3 (4-year curriculum), Internal Vice-chairperson of CSA, ENS, HKUSU, Session 2015–2016) asked why there was a new amendment added on Section 5.2.5.

WOO Chong Yiu (CS2 (4-year curriculum), Internal Vice-chairperson of CSA, ENS, HKUSU, Session 2016–2017) answered that the Section 5.2 and new amendment were both related to voting.

At 13:12, 24th February 2017, Meeting Chairperson (KWOK Cheuk Lum (CS2 (4-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2016–2017)) announced that he had received Motion 13.

Motion that:	"To vacate KWOK Cheuk Lum (UID: 3035269992) and appoint CHENG Tak Kin (UID: 3035240116) as the acting Meeting Chairperson of Annual General Meeting of CSA, ENS, HKUSU, Session 2016–2017"
Proposer:	WOO Chong Yiu (CS2 (4-year curriculum), Internal Vice-chairperson of CSA, ENS, HKUSU, Session 2016–2017)
Seconder:	CHAN Lap Kiu (CS2 (4-year curriculum), Welfare Secretary of CSA, ENS, HKUSU, Session 2016–2017)

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

At 13:14, 24th February 2017, acting Meeting Chairperson (CHENG Tak Kin (CS2 (4-year curriculum), Publication and Publicity Secretary and Acting Information Secretary of CSA, ENS, HKUSU, Session 2016–2017)) announced that he had received Motion 14.

Motion that:	"To suspend the Meeting for 45 minutes"
Proposer:	WOO Chong Yiu (CS2 (4-year curriculum), Internal Vice-chairperson of CSA, ENS, HKUSU, Session 2016–2017)

Seconder: CHAN Lap Kiu (CS2 (4-year curriculum), Welfare Secretary of CSA, ENS, HKUSU, Session 2016–2017)

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

Acting Meeting Chairperson (CHENG Tak Kin (CS2 (4-year curriculum), Publication and Publicity Secretary and Acting Information Secretary of CSA, ENS, HKUSU, Session 2016–2017)) announced that the Meeting would be suspended for 45 minutes.

WOO Chong Yiu (CS2 (4-year curriculum), Internal Vice-chairperson of CSA, ENS, HKUSU, Session 2016–2017) mentioned that it is better to discuss this issue in the next session, as the Members can be clearer to know the actual situation of the next session, for example, the number of Ex-Co not choosing Computer Science as their majors, and have a better decision with their votes. Therefore, it was decided to postpone the amendment of the Constitution to the next session.

Acting Meeting Chairperson (CHENG Tak Kin (CS2 (4-year curriculum), Publication and Publicity Secretary and Acting Information Secretary of CSA, ENS, HKUSU, Session 2016–2017)) asked if there were any doubts on agendum 14. If not, the Meeting would be moved to agendum 15, “Any Other Business”.

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15 Any Other Business

At 14:05, 24th February 2017, acting Meeting Chairperson (CHENG Tak Kin (CS2 (4-year curriculum), Publication and Publicity Secretary and Acting Information Secretary of CSA, ENS, HKUSU, Session 2016–2017)) announced that the authority of Meeting Chairperson would be transferred to KWOK Cheuk Lum (CS2 (4-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2016–2017).

At 14:06, 24th February 2017, KWOK Cheuk Lum (CS2 (4-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2016–2017) accepted the authority of Meeting Chairperson.

At 14:10, 24th February 2017, Meeting Chairperson (KWOK Cheuk Lum (CS2 (4-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2016–2017)) announced that he had received Motion 15.

Motion that: "To receive and adopt the Declaration of CSA, ENS, HKUSU in response to the arrangement of laboratories for the Canadian Computing Competition 2017"

Proposer: WOO Chong Yiu (CS2 (4-year curriculum), Internal Vice-chairperson of CSA, ENS, HKUSU, Session 2016–2017)

Seconder: CHAN Lap Kiu (CS2 (4-year curriculum), Welfare Secretary of CSA, ENS, HKUSU, Session 2016–2017)

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

At 14:15, 24th February 2017, Meeting Chairperson (KWOK Cheuk Lum (CS2 (4-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2016–2017)) announced that he had received Motion 16.

Motion that: "To cast a vote of thanks to Ms. CHEUNG Yin Ching, Ms. LEUNG Pui Kwan Rita and Mr. NG Ka Yin as the sub-committee of this session"

Proposer: WOO Chong Yiu (CS2 (4-year curriculum), Internal Vice-chairperson of CSA, ENS, HKUSU, Session 2016–2017)

Seconder: CHAN Lap Kiu (CS2 (4-year curriculum), Welfare Secretary of CSA, ENS, HKUSU, Session 2016–2017)

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

At 14:20, 24th February 2017, Meeting Chairperson (KWOK Cheuk Lum (CS2 (4-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2016–2017)) announced that he had received Motion 17.

Motion that: "To cast a vote of thanks to Mr. CHAN Chi Chung as the Returning Officer of the Meeting"

Proposer: WOO Chong Yiu (CS2 (4-year curriculum), Internal Vice-chairperson of CSA, ENS, HKUSU, Session 2016–2017)

Seconder: CHAN Lap Kiu (CS2 (4-year curriculum), Welfare Secretary of CSA, ENS, HKUSU, Session 2016–2017)

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

At 14:24, 24th February 2017, Meeting Chairperson (KWOK Cheuk Lum (CS2 (4-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2016–2017)) announced that he had received Motion 18.

Motion that:	"To cast a vote of thanks to 21st Ex-Co for their work in this session"
Proposer:	LAU Chun Yin (CS2 (4-year curriculum), Full Member of CSA, ENS, HKUSU)
Seconder:	WONG Yat Sing (CS2 (4-year curriculum), Full Member of CSA, ENS, HKUSU)

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

Meeting Chairperson (KWOK Cheuk Lum (CS2 (4-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2016–2017)) asked if there were other doubts on agendum 15. If not, the Meeting would be moved to agendum 16, "Adjournment".

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16 Adjournment

At 14:25, 24th February 2017, Meeting Chairperson (KWOK Cheuk Lum (CS2 (4-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2016–2017)) announced that the Meeting was adjourned.

Prepared by,
NG Cheuk Hei

Internal General Secretary
Computer Science Association,
Engineering Society, HKUSU,
Session 2016–2017

Approved by,
KWOK Cheuk Lum

Chairperson
Computer Science Association,
Engineering Society, HKUSU,
Session 2016–2017

6 Minutes of 1st Extraordinary General Meeting of Computer Science Association, Engineering Society, HKUSU, Session 2017–2018

Terminology of Minutes of 1st Extraordinary General Meeting of Computer Science Association, Engineering Society, HKUSU, Session 2017–2018

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	1st Extraordinary General Meeting of the Association, Session 2017–2018
the Members	All members of the Association
the University	The University of Hong Kong

Minutes of 1st Extraordinary General Meeting of Computer Science Association, Engineering Society, HKUSU, Session 2017–2018

Date: 12th September 2017 (Tuesday)
Time: 19:00
Venue: Room 308, Chow Yei Ching Building, The University of Hong Kong

Meeting Chairperson:	POON Tsz Ho Cedric (Chairperson of CSA, ENS, HKUSU, Session 2017–2018)
Acting Honorary Secretary:	LEUNG Ho Pong James (Internal General Secretary of CSA, ENS, HKUSU, Session 2017–2018)
Returning Officer:	WONG Lei Yee (Internal Vice-chairperson of Mechanical Engineering Society, Engineering Society, Hong Kong University Students' Union, Session 2017–2018)

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 members of the Executive Committee of Computer Science Association, Engineering Society, HKUSU, Session 2017–2018
5 Adjournment

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1 Call to order

LEE Man Yin (Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, HKUSU, Session 2012–2013) asked the reason of convening the Meeting.

CHAN Ming Yui (CivE2 (4-year curriculum), Internal Vice-chairperson of CSA, ENS, HKUSU, Session 2017–2018) answered that three of the Ex-Co, who ceased to be Full Members of the Association, still hold office in the Executive Committee.

LEE Man Yin (Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, HKUSU, Session 2012–2013) asked if the three of the Ex-Co were eligible to office or not.

CHAN Ming Yui (CivE2 (4-year curriculum), Internal Vice-chairperson of CSA, ENS, HKUSU, Session 2017–2018) answered that they were not.

LEE Man Yin (Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, HKUSU, Session 2012–2013) asked if the respective posts of the three Ex-Co were vacant now or not.

CHAN Ming Yui (CivE2 (4-year curriculum), Internal Vice-chairperson of CSA, ENS, HKUSU, Session 2017–2018) answered that they were not vacant, because the three Ex-Co were not yet.

LEE Man Yin (Chairperson and Acting Publication and Publicity Secretary of CSA, ENS, HKUSU, Session 2012–2013) commented that according to the Constitution, the respective posts should be vacant now. Rather than convening an Extraordinary General Meeting now, a By-election General Meeting should be convened before 1st November 2017 to vote a vote of confidence for the three Ex-Co.

Meeting Chairperson (POON Tsz Ho Cedric (CS4 (4-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2017–2018)) asked if there were any other doubts on agendum 1. If not, the Meeting would be moved to agendum 2, “To appoint the acting Honorary Secretary”.

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2 To appoint the acting Honorary Secretary

At 19:24, 12th September 2017 (Tuesday), Meeting Chairperson (POON Tsz Ho Cedric (CS4 (4-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2017–2018)) announced that he had received Motion 01.

Motion that:	“To appoint LEUNG Ho Pong James (UID: 3035374840) to be the acting Honorary Secretary of 1st Extraordinary General Meeting of CSA, ENS, HKUSU, Session 2017–2018”
Proposer:	PANG Ming Kin (CS2 (4-year curriculum), Publication and Publicity Secretary and Acting Information Secretary of CSA, ENS, HKUSU, Session 2017–2018)

Seconder: CHUN Sin Ying (CS2 (4-year curriculum), External General Secretary and Acting Financial Secretary of CSA, ENS, HKUSU, Session 2017–2018)

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

At 19:25, 12th September 2017 (Tuesday), Meeting Chairperson (POON Tsz Ho Cedric (CS4 (4-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2017–2018)) announced that he had received Motion 02.

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

Proposer: PANG Ming Kin (CS2 (4-year curriculum), Publication and Publicity Secretary and Acting Information Secretary of CSA, ENS, HKUSU, Session 2017–2018)

Seconder: CHUN Sin Ying (CS2 (4-year curriculum), External General Secretary and Acting Financial Secretary of CSA, ENS, HKUSU, Session 2017–2018)

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

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3 To receive and adopt the agenda

At 19:26, 12th September 2017 (Tuesday), Meeting Chairperson (POON Tsz Ho Cedric (CS4 (4-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2017–2018)) announced that he had received Motion 03.

Motion that: "To receive and adopt the agenda"

Proposer: PANG Ming Kin (CS2 (4-year curriculum), Publication and Publicity Secretary and Acting Information Secretary of CSA, ENS, HKUSU, Session 2017–2018)

Seconder: CHUN Sin Ying (CS2 (4-year curriculum), External General Secretary and Acting Financial Secretary of CSA, ENS, HKUSU, Session 2017–2018)

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

Meeting Chairperson (POON Tsz Ho Cedric (CS4 (4-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2017–2018)) asked if there were any other doubts on agendum 3. If not, the

Meeting would be moved to agendum 4, “To cast a vote of confidence for members of the Executive Committee of Computer Science Association, Engineering Society, HKUSU, Session 2017–2018”.

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4 To cast a vote of confidence for members of the Executive Committee of Computer Science Association, Engineering Society, HKUSU, Session 2017–2018

SHUM Cheuk Yee (CS4 (4-year curriculum), Internal Vice-chairperson of CSA, ENS, HKUSU, Session 2015–2016) asked the three Ex-Co for their comments on still being the Ex-Co even when they had chosen majors other than Computer Science as their own majors.

CHAN Ming Yui (CivE2 (4-year curriculum), Internal Vice-chairperson of CSA, ENS, HKUSU, Session 2017–2018) answered that even if he had chosen Civil Engineering as his major, he thought that he could still put all his efforts into fulfilling his duties as Internal Vice-chairperson.

TSUI Yim Ting (IELM2 (4-year curriculum), External Vice-chairperson and Acting Marketing Secretary of CSA, ENS, HKUSU, Session 2017–2018) answered that she would try her best to fulfil her duties even if she had not chosen Computer Science as her major.

HUI Ka Sin (MECH2 (4-year curriculum), Social Secretary and Acting Sports Secretary of CSA, ENS, HKUSU, Session 2017–2018) answered that he had used a lot of time to decide whether he should declare Mechanical Engineering or Computer Science as his major. Although he had chosen Mechanical Engineering at last, he would still try his best in serving the Members.

LEUNG Lok Ming (CS4 (4-year curriculum), Internal General Secretary of CSA, ENS, HKUSU, Session 2017–2018) asked if there were any other solutions to the problem of vacating the respective posts of the three Ex-Co besides casting a vote of confidence in the Meeting.

CHAN Ming Yui (CivE2 (4-year curriculum), Internal Vice-chairperson of CSA, ENS, HKUSU, Session 2017–2018) answered that we could hold a By-election General Meeting or find sub-committee to do the jobs of the vacant posts if necessary.

At 20:08, 12th September 2017 (Tuesday), Meeting Chairperson (POON Tsz Ho Cedric (CS4 (4-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2017–2018)) announced that he had received Motion 04.

Motion that: "To vacate POON Tsz Ho Cedric (UID: 3035326075) and appoint PANG Ming Kin (UID: 3035371836) as the acting Meeting Chairperson of 1st Extraordinary General Meeting of Computer Science Association, Engineering Society, HKUSU, Session 2017–2018"

Proposer: CHUN Sin Ying (CS2 (4-year curriculum), External General Secretary and Acting Financial Secretary of CSA, ENS, HKUSU, Session 2017–2018)

Seconder: GARG Anant (CS2 (4-year curriculum), Welfare Secretary of CSA, ENS, HKUSU, Session 2017–2018)

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

At 20:10, 12th September 2017 (Tuesday), acting Meeting Chairperson (PANG Ming Kin (CS2 (4-year curriculum), Publication and Publicity Secretary and Acting Information Secretary of CSA, ENS, HKUSU, Session 2017–2018)) announced that he had received Motion 05.

Motion that: "To cast a vote of confidence for CHAN Ming Yui to hold office of Internal Vice-chairperson till the end of the Session 2017–2018 of CSA, ENS, HKUSU"

Proposer: CHUN Sin Ying (CS2 (4-year curriculum), External General Secretary and Acting Financial Secretary of CSA, ENS, HKUSU, Session 2017–2018)

Seconder: GARG Anant (CS2 (4-year curriculum), Welfare Secretary of CSA, ENS, HKUSU, Session 2017–2018)

Resolution: Among 25 votes conducted, 23 votes for the motion, 0 votes against, 2 votes abstain. Motion **Carried**.

At 20:23, 12th September 2017 (Tuesday), acting Meeting Chairperson (PANG Ming Kin (CS2 (4-year curriculum), Publication and Publicity Secretary and Acting Information Secretary of CSA, ENS, HKUSU, Session 2017–2018)) announced that he had received Motion 06.

Motion that: "To cast a vote of confidence for TSUI Yim Ting to hold office of External Vice-chairperson and Marketing Secretary till the end of the Session 2017–2018 of CSA, ENS, HKUSU"

Proposer: CHUN Sin Ying (CS2 (4-year curriculum), External General Secretary and Acting Financial Secretary of CSA, ENS, HKUSU, Session 2017–2018)
Seconder: GARG Anant (CS2 (4-year curriculum), Welfare Secretary of CSA, ENS, HKUSU, Session 2017–2018)
Resolution: Among 25 votes conducted, 23 votes for the motion, 0 votes against, 2 votes abstain. Motion **Carried**.

At 20:26, 12th September 2017 (Tuesday), acting Meeting Chairperson (PANG Ming Kin (CS2 (4-year curriculum), Publication and Publicity Secretary and Acting Information Secretary of CSA, ENS, HKUSU, Session 2017–2018)) announced that he had received Motion 07.

Motion that: "To cast a vote of confidence for HUI Ka Sin to hold office of Social Secretary and Sports Secretary till the end of the Session 2017–2018 of CSA, ENS, HKUSU"
Proposer: CHUN Sin Ying (CS2 (4-year curriculum), External General Secretary and Acting Financial Secretary of CSA, ENS, HKUSU, Session 2017–2018)
Seconder: GARG Anant (CS2 (4-year curriculum), Welfare Secretary of CSA, ENS, HKUSU, Session 2017–2018)
Resolution: Among 25 votes conducted, 23 votes for the motion, 0 votes against, 2 votes abstain. Motion **Carried**.

At 20:29, 12th September 2017 (Tuesday), acting Meeting Chairperson (PANG Ming Kin (CS2 (4-year curriculum), Publication and Publicity Secretary and Acting Information Secretary of CSA, ENS, HKUSU, Session 2017–2018)) announced that the authority of Meeting Chairperson would be transferred to POON Tsz Ho Cedric (CS4 (4-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2017–2018).

At 20:30, 12th September 2017 (Tuesday), POON Tsz Ho Cedric (CS4 (4-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2017–2018) accepted the authority of Meeting Chairperson.

Meeting Chairperson (POON Tsz Ho Cedric (CS4 (4-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2017–2018)) asked if there were any other doubts on agendum 4. If not, the Meeting would be moved to agendum 5, "Adjournment".

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5 Adjournment

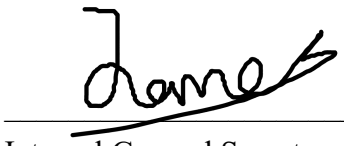
At 20:32, 12th September 2017 (Tuesday), Meeting Chairperson (POON Tsz Ho Cedric (CS4 (4-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2017–2018)) announced that he had received Motion 08.

Motion that:	"To adjourn the meeting"
Proposer:	CHUN Sin Ying (CS2 (4-year curriculum), External General Secretary and Acting Financial Secretary of CSA, ENS, HKUSU, Session 2017–2018)
Seconder:	GARG Anant (CS2 (4-year curriculum), Welfare Secretary of CSA, ENS, HKUSU, Session 2017–2018)

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

At 20:34, 12th September 2017 (Tuesday), Meeting Chairperson (POON Tsz Ho Cedric (CS4 (4-year curriculum), Chairperson of CSA, ENS, HKUSU, Session 2017–2018)) announced that the Meeting was adjourned.

Prepared by,
LEUNG Ho Pong James



Internal General Secretary
Computer Science Association,
Engineering Society, HKUSU,
Session 2017–2018

Approved by,
POON Tsz Ho Cedric

Chairperson
Computer Science Association,
Engineering Society, HKUSU,
Session 2017–2018

7 Nomination of Candidates for the Election of Office Bearers of Computer Science Association, Engineering Society, HKUSU, Session 2018–2019

Nomination Period:
10:00, 22nd January 2018 (Monday)–18:00, 15th February 2018 (Thursday)

List of Nominations:
No nomination was received within the Nomination Period.

8 Reports of Computer Science Association, Engineering Society, HKUSU, Session 2017–2018

8.1 General Report

Office Bearers:

The office bearers of the Executive Committee of CSA, ENS, HKUSU, Session 2017–2018, were elected by general polling. The office bearers were as follows:

Chairperson	POON Tsz Ho Cedric
Internal Vice-chairperson	Chan Ming Yui
External Vice-chairperson	TSUI Yim Ting
Internal General Secretary	LEUNG Ho Pong James
External General Secretary	CHUN Sin Ying
Publication and Publicity Secretary	PANG Ming Kin
Welfare Secretary	GARG Anant
Sports Secretary	HUI Ka Sin

Session:

The 23rd session of the Executive Committee commenced on 24th February 2017 and will be terminated at the end of the Annual General Meeting of CSA, ENS, HKUSU, Session 2017–2018.

Members:

CSA, ENS, HKUSU now has 184 Full Members and 66 Associate Members. The number of Full Members in each class is as follows:

BEng 1	9
CS 2	60
CS 3	60
CS 4	55

Meetings:

During session 2017–2018, 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:
  - 1 mailbox (Mailbox behind General Office, UG1/F, Composite Building, The University of Hong Kong)

8.2 Annual Functional Report

8.2.1 Report on Mixer (Semester 2, 2016–2017)

Person-in-charge:
CHUN Sin Ying
External General Secretary and Acting Financial Secretary
CSA, ENS, HKUSU,
Session 2017–2018

Introduction:
Mixer (Semester 2, 2016–2017) was a buffet-like lunch which was organized to strengthen the relationship between the staff and the students of the Department.

Aims:
- To facilitate communication between the staff and the Members through providing a relaxing environment
- To introduce the Department to the Freshmen
- To let the Members be more familiar with each other
- To provide an opportunity for the Members to know more about the Department

Date:
3rd April 2017 (Monday)

Time:
12:30–14:30

Venue:
G/F Foyer, Chow Yei Ching Building, The University of Hong Kong

Fee:
Free

Resources borrowed:
- Examination tables from the Department
- Long tables from HKUSU
- Public address system (Portable type) with wireless microphones from HKUSU
- Pull up banners from the Department

Details:
- Prize Presentation Ceremony of Teaching Excellence Awards of 2015–2016 and Best Tutor Awards of 2015–2016 were held.
- 24 trays of refreshment were provided.
- 27 bottles of drinks were provided.

Number of participants:
Around 70

Rundown:
3rd April 2017 (Monday)

Time	Event
12:30–12:35	Speech by the Chairperson of the Association (Session 2017– 2018)
12:35–12:40	Speech by Prof. Benjamin C.M. Kao (Deputy Head (Academic))
12:40–12:50	Prize Presentation Ceremony of Teaching Excellence Awards of 2015–2016 and Best Tutor Awards of 2015–2016
12:50–13:00	Photo taking
13:00–14:30	Refreshment

Evaluations:
- Preparation:
  - The time spent on setting up the venue was satisfactory.
  - The venue booking should be done earlier.
- Rundown:
  - Utensils were enough.

- The location of the venue was a bit too remote to attract students to come.
- The number of participants was satisfactory, but more promotion was recommended.
- The photo taking was great.
- The types and quantity of food and drinks were satisfactory.
- The venue was large enough to serve all the participants.

- Post-activity:
  - The time spent on packing and cleaning was satisfactory.

8.2.2 Report on Photo-taking Day

Person-in-charge:
LEUNG Ho Pong James
Internal General Secretary
CSA, ENS, HKUSU,
Session 2017–2018

Introduction:
Photo-taking Day was a special day reserved for the graduates of the Curriculum in the year of 2016–2017. Exclusive decorations had been provided to the graduates on that day to allow them to take memorable photos within the venue such that they could retain unique memories of their university life.

Aims:
- To allow graduates of the Curriculum in the year of 2016–2017 to create unique photos of their own within the venue and construct memorable impressions of their university life
- To provide opportunities for them to group up with their peers once more and form precious collective memories

Date:
3rd April 2017 (Monday)

Time:
15:00–18:00

Venue:
Centennial Garden, Centennial Campus, The University of Hong Kong

Fee:
Free

Details:

- Props were prepared in the venue.
- Photos were taken in both individual style and group style.

Number of participants:

11

Evaluations:

- Preparation:
  - Design and production of props should be done earlier.
  - Venue selection had been carried out before deciding on the venue in the University.
- Rundown:
  - The lighting was a bit unsatisfactory when it was near the end of the function as we were using natural lighting.
  - The number of participants was low.
  - The props were satisfactory.
  - The quality of photos was satisfactory as professional camera had been used.

8.2.3 Report on Inauguration Ceremony

Person-in-charge:
POON Tsz Ho Cedric
Chairperson
CSA, ENS, HKUSU,
Session 2017–2018

Introduction:
The Inauguration Ceremony was a formal function that had introduced the 22nd Ex-Co to the participants. It also signified the commencement of the new executive committee session of the Association.

Aims:
- To introduce the 22nd Ex-Co to the participants
- To build up good relationships with participants

Date:
6th April 2017 (Thursday)

Time:
19:00–21:30

Venue:
MBG07, Main Building, The University of Hong Kong

Fee:
Free

Resources borrowed:
- Buffet stoves from Fong Shu Chuen Amenities Centre Restaurant
- Corsages from HKUSU

- Corsages from MES, ENS, HKUSU
- Long tables from HKUSU
- Microphones from Learning Environment Services
- Name pads from Engineering Society, HKUSU
- Tablecloths from Engineering Society, HKUSU
- Tablecloths from MES, ENS, HKUSU
- Trolley from the Department

Details:

- A reception counter was set up outside MBG07, Main Building, the University of Hong Kong to serve the coming guests.
- A signature book was prepared for guests to sign.
- Cocktail was provided at the space 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 90

Guests:

- Dr. H. Cui (Assistant Professor of the Department)
- Mr. Anthony Lo (General Manager of MapKing International Limited)
- Mr. Terry Wong (Consulting Manager of JOS)
- Representatives of Civil Engineering Society, Engineering Society, HKUSU
- Representatives of Computer Science Society, City University of Hong Kong Students' Union
- Representatives of Computer Society, HKUSU
- Representatives of Electrical and Electronic Engineering Association, Engineering Society, HKUSU
- Representatives of Electronic and Information Engineering, Students’ Society Executive Committee Entire of the Hong Kong Polytechnic University Students' Union.
- Representatives of Engineering Society, HKUSU
- Representatives of Hong Kong Baptist University Computer Science Society

- 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 Mechanical Engineering Society, Engineering Society, Hong Kong University Students' Union
- Representatives of Photographic Society, HKUSU
- Representatives of Society of Computing Studies, The Hong Kong Polytechnic University Students' Union
- Representatives of Student Society of Computing of the OUHKSU
- Representatives of The Computer Science and Engineering Students' Society, HKUSTSU
- Representatives of The HKU Journal of Technology
- Representatives of The Society of Engineering Faculty, The Student Union of The Chinese University of Hong Kong
- Representatives of Youth Literary Awards Association, Hong Kong University Students' Union
- The 19th Ex-Co
- The 20th Ex-Co
- The 21st Ex-Co

Masters of Ceremony:

- Cheng Tik Ka [BEng 1]
- Ng Hoi Yee Agnes [BA 1]

Helpers:

- Chan Ching Yi [BDS 3]
- Cheung Lok Yi Kristy [BSc(IM) 3]
- Chow Pui Yin Roy [BBA(IS) 2]
- Chow Tsz Wing [BSc 1]
- Chu Sin Yu [BSocSc 1]
- Chung Kit Lam [MBBS 1]
- Fung Yan Kin [BSc 2]
- Ho Chun Chi [BEng(MedE) 2]
- Hui Cheuk Fung [BEng 1]
- Hui Yuen Chit Ryan [BA 1]

- Lau Ngai Fung [BEng 1]
- Leung Yat Lam [BDS 1]
- Li Kin Yeung [BEng(CompSc) 3]
- Ng Hoi Ying [BEng 1]

Rundown:

6th April 2017 (Thursday)

Time	**Event**
19:00–19:35	Cocktail
19:35–19:45	Entry
19:45–19:50	Opening Ceremony
19:50–19:55	Speech by Mr. Terry Wong
19:55–20:00	Speech by Mr. Anthony Lo
20:00–20:05	Speech by Dr. H. Cui
20:05–20:10	Speech by the Chairperson of the Association (Session 2016–2017)
20:10–20:15	Handover ceremony
20:15–20:20	Introduction of the 22nd Ex-Co
20:20–20:25	Oath taking
20:25–20:30	Speech by the Chairperson of the Association (Session 2017–2018)
20:30–20:35	Presentation of cabinet introduction video
20:35–21:30	Refreshment

Evaluations:

- Preparation:
  - A clearer plan for on-day food gathering routine should be given.
- Rundown:
  - Clearer guidelines for receptionists should be given for seat distribution.

8.2.4 Report on Superpass Day (Semester 2, 2016–2017)

Person-in-charge:
HUI Ka Sin
Social Secretary and Acting Sport Secretary
CSA, ENS, HKUSU,
Session 2017–2018

Introduction:
Superpass Day (Semester 2, 2016–2017) involved two parts, Superpass Fai Chun Writing and Superpass Dinner. It is one of the traditions in the University believing that students will get a better result in examinations after participating in the Superpass Day. The Fai Chun Writing was free of charge, and the Fai Chun could be taken away by the participants.

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:
25th April 2017 (Tuesday)

Time:
15:00–22:00

Venues:
- Superpass Fai Chun Writing:
  - Counter outside HW311, Haking Wong Building, The University of Hong Kong
- Superpass Dinner:
  - 權記小菜館, Shop CF5, Cooked Food Centre, 2/F, Smithfield Municipal Service Building, 12K Smithfield, Kennedy Town, Western District

Fee:
HK$60 per participant

Resources borrowed:
- Cleaver and cutting board from 權記小菜館
- Long tables from the Department

Details:
- A board was provided for posting up the Fai Chun.
- The assembling venue for Superpass Dinner was outside HW311, Haking Wong Building, The University of Hong Kong.

Number of participants:
20

Rundown:
25th April 2017 (Tuesday)

Time	Event
15:00–18:00	Hosting the counter and organizing Superpass Fai Chun Writing
18:00–19:00	Assembling and leading the participants to the restaurant
19:00–19:05	Introducing the Superpass tradition of the University
19:05–20:35	Chopping of the roasted piglet
20:35–21:45	Dinner
21:45–21:50	Distribution of red packets
21:50–22:00	Photo taking

Evaluations:
- Preparation:
  - Food tasting was done before choosing the restaurant.
  - Posters were prepared on time.
- Rundown:
  - The number of red papers prepared for the Fai Chun writing was more than enough.
  - The quality of red papers was satisfactory.

- The food was ready on time that it was ready just after chopping of the roasted piglet was finished.
- The amount of food was enough for participants.
- The quality of the food was satisfactory.

8.2.5 Report on Orientation Program 2017—Registration Day

Person-in-charge:
TSUI Yim Ting
External Vice-chairperson and Acting Marketing Secretary
CSA, ENS, HKUSU,
Session 2017–2018

Introduction:
Orientation Program 2017—Registration Day provided opportunities for the Association to promote the Department, the Association and the upcoming functions to the Freshmen by usage of the decoration of our booth and the hospitality of the Ex-Co, and that helped to deliver information and stimulated the Freshmen's interests in getting to know more about the Association.

Aims:
- To advertise the Department as well as the Association
- To promote and encourage participation of the Orientation Program 2017—Orientation Camp held in August 2017

Date:
10th August 2017 (Thursday)–11th August 2017 (Friday)

Time:
09:00–20:00

Venues:
HW103–104, Haking Wong Building, The University of Hong Kong

Fee:
Free

Resources borrowed:

- Chairs from HKUSU
- Examination tables from HKUSU

Details:

- 2 Ex-Co were sent to assist HKUSU on the 11th of August.
- 7 Ex-Co and 1 helper were taking turns to be on-duty at the booth. 2 were allowed to take a break every hour, 2 were at the service counter, 2 were to introduce the Curriculum to the Freshmen, 2 were to promote the Orientation Program 2017—Orientation Camp to the Freshmen and 2 were to attract the Freshmen to come to the booth.
- A banner, a pull up banner of the Association, bags, balloons, posters and T-shirts of the Orientation Program 2017—Orientation Camp were used to decorate the booth.
- Ex-Co at the service counter were responsible of explaining the refund policy and giving out receipts to the Freshmen who had registered and paid for the Orientation Program 2017—Orientation Camp.
- Explanations on the Curriculum and Orientation Program 2017—Orientation Camp were offered.
- Files, iZone magazines and leaflets were given out to the Freshmen who entered the venues.
- Online registration form was linked to the Facebook page of the Association.
- Online registration of the Orientation Program 2017—Orientation Camp was done by notebook computers at the service counter.
- Photos of past Orientation Camps and functions were displayed.
- Souvenirs were given out to the Freshmen who had joined Orientation Program 2017—Orientation Camp.

Number of participants:

Around 400

Helper:

Ng Hoi Ying [BEng 1]

Evaluations:

- Preparation:
    - Helper should attend the briefing session to have a better understanding on Orientation Regulations.

  - Preparation work for publications and all other materials should be done earlier.
  - Three full days were used to set up and decorate the booth for the Orientation Program 2017—Registration Day.
- Rundown:
  - Academic information was attractive to the Freshmen.
  - Ex-Co on duty had to know more about the career prospects and the Curriculum, as well as the benefits that the Freshmen could obtain through their participations in the Orientation Program 2017—Orientation Camp.
  - Hospitality was offered by Ex-Co.
  - Orientation Regulations were strictly followed.
- Post-activity:
  - The cleanup work was satisfactory.

8.2.6 Report on Orientation Program 2017—Orientation Camp

Person-in-charge:
CHAN Ming Yui
Internal Vice-chairperson
CSA, ENS, HKUSU,
Session 2017–2018

Vice-person-in-charge:
PANG Ming Kin
Publication and Publicity Secretary and Acting Information Secretary
CSA, ENS, HKUSU,
Session 2017–2018

Introduction:
Orientation Program 2017—Orientation Camp aimed to provide a platform for the Freshmen to make friends that accompany them for their first year of university life. It included various games and team activities for building up team spirits and friendships. We also hoped to let the Freshmen to know more about the University, the Faculty of Engineering and the Department through genuine conversation with their group leaders and the Ex-Co.

Aims:
- To help the Freshmen to adapt to the new life and the culture of the University
- To introduce the Curriculum to the Freshmen
- To provide chances for the Freshmen to know more about the University, the Faculty of Engineering and the Department
- To provide opportunities for the Freshmen to know each other

Date:
19th August 2017 (Saturday)–21st August 2017 (Monday)

Time:
09:30 (19th August 2017)–12:00 (21st August 2017)

Venues:
- Assembling venue:
  - MB103, Main Building, The University of Hong Kong
- Campsite:
  - Lei Yue Mun Holiday Village
- Beach games venue:
  - Turtle Cove Beach

Theme:
Classic games

Fee:
- HK$335 per participant (for current Ex-Co and helper)
- HK$500 per participant (for the Freshmen)

Resources borrowed:
- Extendable power cord from HKUSU
- Public address system (Portable type) with 2 wireless microphones from Fong Shu Chuen Amenities Centre
- Pushcart from HKUSU

Number of participants:
32

Guest:
Dr. H.F. Ting (Program coordinator of the Department)

Central helper:
Chu Hoi Fung Michael [BEng 1]

Group leaders:

- Chu Cheuk Fu [BSc 2]
- Lo Tsz Fung [BEng(CompSc) 2]
- Ng Yu Wa [BNurs 2]
- Tse Wing Ching [BA 1]
- Yeung Kwok Chun [BEng 1]
- Yu Ka Ming [BEng 1]

Photographer:

Chow Pui Yin Roy [BBA(IS) 2]

Spies:

- Chu Sin Yu [BSocSc 1]
- Lee Ming Tsun [BEng(CompSc) 2]
- Lui Cheuk Shing [BBA(IS) 1]

Groups:

- 天使得得B
- BB豬起身喇
- 堅係諗唔到

Rundown:

19th August 2017 (Saturday)

Time	Event
0930–1000	Assembling
1000–1005	Briefing of the Orientation Camp
1005–1010	Speech by the representative of the Department
1010–1015	Speech by the Chairperson of the Association
1015–1100	Ice-breaking games
1100–1130	Discussion of group names
1130–1730	HKU Orienteering and HK Orienteering
1730–1815	Settling down
1815–1915	Dinner
1915–2200	Detective Game

20th August 2017 (Sunday)

Time	Event
0800–0900	Breakfast
0900–1130	Mass games
1130–1200	Packing up for beach games
1200–1300	Lunch
1300–1345	Transporting to the beach
1345–1645	Beach games
1645–1730	Hygiene
1730–1815	Transporting back to the campsite
1815–1930	Dinner
1930–2045	Gambling game
2045–2200	Campfire
2200–2230	Revelation of Spies

21st August 2017 (Monday)

Time	Event
0800–0900	Breakfast
0900–0915	Photo taking
0915–1000	Mass games
1000–1030	Voting
1030–1100	Announcement of the result of voting and presentation of prizes
1100–1200	Leaving messages

Result:

BB豬起身喇 was the champion.

Evaluations:

- Preparation:
  - Recruitment should start as early as possible, with more promotion to ensure enough helpers are recruited.
  - Briefing session should be held to let helpers have a better understanding to the whole rundown.

- More training sessions and tea gatherings should be held to let helpers be more familiar with the games to be played in the camp.

- Rundown:
  - Day 1
    - The atmosphere of detective game was good but it was a bit complicated for the groups to solve the plot, it was suggested to reduce the difficulty of detective game to have a better time control.
    - The discussion of group names used more time than expected even though suggestions of group names were provided, it was suggested to encourage groups to vote for the group names if they really could not choose between them.
  - Day 2
    - The atmosphere of campfire was good, but it was suggested to reduce the length of each song since not all of the Freshmen wanted to dance through every song wholly and more songs could be added.
    - The atmosphere of the newly created mass games was good, it was suggested to create new mass games to avoid the Freshmen, who went to various orientation camps, from feeling bored.
    - The atmosphere of the revelation of spies during room games was good.
    - The size of Turtle Cove Bay was good for beach games.
  - Day 3
    - The atmosphere of mass games was good since the Freshmen had to get the stationeries for leaving messages afterwards through winning the mass games.
    - The atmosphere of the session of leaving messages was good, but the time was not enough.

8.2.7 Report on Mixer (Semester 1, 2017–2018)

Person-in-charge:
CHUN Sin Ying
External General Secretary and Acting Financial Secretary
CSA, ENS, HKUSU,
Session 2017–2018

Introduction:
Mixer (Semester 1, 2017–2018) was a buffet-like lunch which was organized to strengthen the relationship between the staff and the students of the Department.

Aims:
- To facilitate communication between the staff and the Members through providing a relaxing environment
- To introduce the Department to the Freshmen
- To let the Members be more familiar with each other
- To provide an opportunity for the Members to know more about the Department

Date:
14th September 2017 (Thursday)

Time:
12:30–14:30

Venue:
Union Foyer, Union Building, The University of Hong Kong

Fee:
Free

Resources borrowed:

- Long tables from HKUSU
- Public address system (Portable Type) with wireless microphones from HKUSU
- Pull up banners from the Department

Details:

- The starting time was delayed by 15 minutes.
- 26 trays of refreshment were provided.
- 28 bottles of drinks were provided.

Number of participants:

Around 100

Rundown:

14th September 2017 (Thursday)

Time	Event
12:45–12:50	Speech by Dr. Hubert Chan, the program director of the Department
12:50–12:55	Speech by the Chairperson of the Association (Session 2017– 2018)
12:55–13:05	Photo taking
13:05–14:30	Refreshment

Evaluations:

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

8.2.8 Report on CSA × ISA Open Data Hackathon 2017

Person-in-charge:
PANG Ming Kin
Publication and Publicity Secretary and Acting Information Secretary
CSA, ENS, HKUSU,
Session 2017–2018

Introduction:
CSA × ISA Open Data Hackathon 2017 was a 12-hour coding function co-organized by Computer Science Association, Engineering Society, HKUSU and Information Systems Association, BEA, HKUSU. It focused on efficiency, collaboration and creativity, and encouraged participants to turn their ideas into reality through utilizing open data.

Aims:
- To enrich the programming experience of the Members through a collaborative coding event
- To foster the communication between the Members and the industry
- To promote the interflowing of knowledge and skills related to software engineering among the Members

Date:
14th October 2017 (Saturday)

Time:
09:00–21:00

Venue:
HW335, Haking Wong Building, The University of Hong Kong

Fee:
Free

Resource borrowed:
Long table from the Department

Detail:
Prizes were given to the champion, 1st runner-up, and 2nd runner-up of the tournament, whereas certificates of participation were given to all participants.

Number of participants:
34

Rundown:
14th October 2017 (Saturday)

Time	Event
09:00–09:30	Registration
09:30–10:30	Introduction
10:30–19:30	Team coding
19:30–20:30	Presentation
20:30–20:45	Judging
20:45–20:55	Giving prizes
20:55–21:00	Photo taking

Evaluations:
- Division of labor should have been clearly made between co-organizers.
- Publicity and sponsorship seeking should have been done earlier to attract more participants.

8.2.9 Report on Annual Dinner

Person-in-charge:
POON Tsz Ho Cedric
Chairperson
CSA, ENS, HKUSU,
Session 2017–2018

Introduction:
The Annual Dinner provided a gathering opportunity for the Ex-Co, the Members and the staff of the Department to maintain good relationships with each other. It also acted as a platform for them to communicate.

Aims:
- To enhance the Members' sense of belonging towards the Association
- To provide a platform for the Ex-Co, the Members and the staff of the Department to communicate with each other
- To strengthen the bonding among the Members and the staff of the Department

Date:
3rd November 2017 (Friday)

Time:
19:00–22:00

Venue:
Rome Café, Graduate House, The University of Hong Kong

Fee:
- HK$250 per participant (for Full Members)
- HK$300 per participant (for Associate Members and the staff of the Department)

Details:

- A reception counter was set up inside Rome Café, Graduate House, The University of Hong Kong to serve the coming guests.
- A signature booklet was prepared for participants to sign.
- Cocktail was provided in the Rome Café, Graduate House, The University of Hong Kong.
- Dinner was served to participants.
- Souvenirs were given to participants.

Number of participants:

23

Guest:

Mr. Kwun Yeung (Founder of Creativeworks)

Masters of Ceremony:

- Chow Tak Chun [BEng(CivE) 2]
- Wong Lai Yee [BA 2]

Helpers:

- Tse Wing Ching [BA 2]
- Kwok Chi Hang [BEng(CompSc) 2]

Rundown:

3rd November 2017 (Friday)

Time	Event
19:00–19:30	Reception
19:30–19:35	Entry
19:35–19:40	Opening
19:40–19:45	Speech by the Guest of Honor
19:45–19:50	Speech by the Chairperson of the Association (Session 2017–2018)
19:50–21:30	Dinner
21:30–20:00	Photo taking

Evaluations:

- Preparation:
  - Invitations to the staff of the Department should be sent earlier.
  - More rehearsals should be provided for the Ex-Co and helpers.
- Rundown:
  - The program ran without issues.

8.2.10 Report on Joint Society Dodgeball Competition

Person-in-charge:
HUI Ka Sin
Social Secretary and Acting Sports Secretary
CSA, ENS, HKUSU,
Session 2017–2018

Introduction:
Joint Society Dodgeball Competition provided the Members an opportunity to do some exercises. It is a team-gaming, common and simple sports that provided the Members to have more interaction with the members of other departments and get healthier.

Aims:
- To provide a chance for the Members to meet the members of other departments of the Faculty
- To provide sports games to the Members

Date:
17th November 2017 (Friday)

Time:
19:00–21:00

Venue:
Pok Fu Lam Road Playground

Fee:
Free

Details:
- A group photo with banners from each of the co-organizers was taken before the competitions had started.

- Dodgeball field was set up in the venue.
- Pairing of groups in competition was done on site.

Number of participants:

31

Rundown:

17th November 2017 (Friday)

Time	Event
19:00–19:40	Introducing rules and practicing
19:40–20:50	Competition
20:50–21:00	Photo taking

Evaluations:

- Preparation:
  - Posters were prepared on time.
  - Setting up of the venue for the dodgeball competition was ready on time.
- Rundown:
  - The dodgeball competition was smoothly held.
  - The Members were fully cooperating and listening to instructions.

8.2.11 Report on Welfare Week

Person-in-charge:
GARG Anant
Welfare Secretary
CSA, ENS, HKUSU,
Session 2017–2018

Introduction:
Welfare Week was a function which let the Members to buy Association products at discounted price and let the Members to get the welfare pack.

Aim:
To promote the general welfare of the Members.

Date:
27th November 2017 (Monday) –30th November 2017 (Thursday)

Time:
15:00–18:00

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

Fee:
Free

Resource borrowed:
Long table from the Department

Details:

- Two new products had been produced, which were Association Bag (2017–2018) and Association T-shirt (2017–2018).
- Discounts had been given to Association Coffee Mug, Association Paper (2012–2013), Association T-shirt (2013–2014), Association Jacket (2015–2016), Association T-shirt (2015–2016), Association Bag (2017–2018), and Association T-shirt (2017–2018).
- 61 of the Members collected the welfare pack in total.

Evaluations:

- Number of the Members who had come to collect the welfare pack was less than expected.
- It was recommended to have more promotion on the welfare pack.

8.2.12 Report on Superpass Day (Semester 1, 2017–2018)

Person-in-charge:
HUI Ka Sin
Social Secretary and Acting Sport Secretary
CSA, ENS, HKUSU,
Session 2017–2018

Introduction:
Superpass Day (Semester 2, 2017–2018) involved two parts, Superpass Fai Chun Writing and Superpass Dinner. It is one of the traditions in the University believing that students will get a better result in examinations after participating in the Superpass Day. The Fai Chun Writing was free of charge, and the Fai Chun could be taken away by the participants.

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:
30th November 2017 (Thursday)

Time:
15:00–22:00

Venues:
- Superpass Fai Chun Writing:
  - Counter outside HW311, Haking Wong Building, The University of Hong Kong
- Superpass Dinner:
  - 權記小菜館, Shop CF5, Cooked Food Centre, 2/F, Smithfield Municipal Service Building, 12K Smithfield, Kennedy Town, Western District

Fee:
HK$60 per participant

Resources borrowed:
- Cleaver and cutting board from 權記小菜館
- Long tables from the Department

Details:
- A board was provided for posting up the Fai Chun.
- The assembling venue for Superpass Dinner was outside HW311, Haking Wong Building, The University of Hong Kong.

Number of participants:
17

Rundown:
30th November 2017 (Thursday)

Time	Event
15:00–18:00	Hosting the counter and organizing Superpass Fai Chun Writing
18:00–19:00	Assembling and leading the participants to the restaurant
19:00–19:05	Introducing the Superpass tradition of the University
19:05–20:35	Chopping of the roasted piglet
20:35–21:45	Dinner
21:45–21:50	Distribution of red packets
21:50–22:00	Photo taking

Evaluations:
- Preparation:
  - Food tasting was done before choosing the restaurant.
- Rundown:
  - The number of red papers prepared for the Fai Chun writing was more than enough.
  - The quality of red papers was satisfactory.
  - The food was ready on time that it was ready just after chopping of the roasted piglet was finished.

- The amount of food was enough for participants.
- The quality of the food was satisfactory.

8.2.13 Report on CS Hiking Trip

Person-in-charge:
CHAN Ming Yui
Internal Vice-chairperson
CSA, ENS, HKUSU,
Session 2017–2018

Introduction:
The Hiking Trip was a sports function for the students of the University. It provided opportunities for students to relax during the middle of the semester and could also strengthen the bonding between them.

Aims:
- To increase the Members' sense of belonging towards the Association
- To promote sports functions of the Association
- To strengthen the bonding between the Members

Date:
25th January 2018 (Thursday)

Time:
10:00-14:00

Venue:
Dragon's Back Trail

Fee:
Free

Number of participants:
8

Rundown:

25th January 2018 (Thursday)

Time	**Event**
09:45–10:00	Assembling
10:00–10:30	Travel to Dragon's Back Trail
10:30–14:00	Hiking

Evaluations:

- Preparation:
  - Pre-trip was done before Hiking Trip.
  - Avoid holding Hiking Trip in January since all weekends were reserved for campaign.
- Rundown:
  - There was enough refreshment for the participants.

8.3 Welfare and Service Report

8.3.1 Report on Association Bag Sales

Person-in-charge:
GARG Anant
Welfare Secretary
CSA, ENS, HKUSU,
Session 2017–2018

Introduction:
Association Bag (2017–2018) was produced in 2017.

Aim:
To provide welfare to the Members

Period:
August 2017–February 2018

Details:

Item	**Price**			**Sold**
	Member	**Non-member**	**Welfare Week**	
Association Bag (2017–2018)	HK$35	HK$40	HK$30	5

Evaluations:

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

8.3.2 Report on Association Coffee Mug Sales

Person-in-charge:
GARG Anant
Welfare Secretary
CSA, ENS, HKUSU,
Session 2017–2018

Introduction:
Association Coffee Mug 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 2018

Details:

Item	**Price**			**Sold**
	Member	**Non-member**	**Welfare Week**	
Association Coffee Mug	HK$55	HK$65	HK$50	0

Evaluations:
- The sales were not satisfactory.
- It was recommended to have more promotion and a new design on this item.

8.3.3 Report on Association Hoodie Sales

Person-in-charge:
GARG Anant
Welfare Secretary
CSA, ENS, HKUSU,
Session 2017–2018

Introduction:
Association Hoodie (2016–2017) was produced in 2016. It was ordered in Free Point Clothing Warehouse.

Aim:
To provide welfare to the Members

Period:
November 2016–September 2017

Details:

Item	**Price**			**Sold**
	Member	**Non-member**	**Welfare Week**	
Association Hoodie (2016–2017)	HK$120	HK$130	HK$110	1

Evaluation:
The sales were satisfactory.

8.3.4 Report on Association Jacket Sales

Person-in-charge:
GARG Anant
Welfare Secretary
CSA, ENS, HKUSU,
Session 2017–2018

Introduction:
Association Jacket (2015–2016) was produced in 2015. The remaining stock was available for sale.

Aim:
To provide welfare to the Members

Period:
November 2015–February 2018

Details:

Item	**Price**			**Sold**
	Member	**Non-member**	**Welfare Week**	
Association Jacket (2015–2016)	HK$150	HK$160	HK$140	0

Evaluations:

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

8.3.5 Report on Association T-shirt Sales

Person-in-charge:
GARG Anant
Welfare Secretary
CSA, ENS, HKUSU,
Session 2017–2018

Introduction:
Association T-shirt (2013–2014) was produced in 2014. It was ordered in DOS International Limited. Association T-shirt (2015–2016) was produced in 2015. It was ordered in Zitison Limited. The remaining stock was available for sale. Association T-shirt (2017–2018) was produced in 2017. It was ordered in Zitison Limited.

Aim:
To provide welfare to the Members

Period:

- Association T-shirt (2013–2014):
  - January 2014–February 2018
- Association T-shirt (2015–2016):
  - September 2015–February 2018
- Association T-shirt (2017–2018):
  - August 2017–February 2018

Details:

Item	**Price**			**Sold**
	Member	**Non-member**	**Welfare Week**	
Association T-shirt (2013–2014)	HK$50	HK$55	HK$45	0
Association T-shirt (2015–2016)	HK$40	HK$50	HK$30	1

Association T-shirt (2017–2018)	HK$40	HK$50	HK$35	8

Evaluations:

- Association T-shirt (2013–2014):
  - The sales were not satisfactory.
- Association T-shirt (2015–2016):
  - The sales were not satisfactory.
- Association T-shirt (2017–2018):
  - The sales were not satisfactory.

8.3.6 Report on Borrowing of Recreational Facilities

Person-in-charge:
GARG Anant
Welfare Secretary
CSA, ENS, HKUSU,
Session 2017–2018

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 following items 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 Cards
  - San Guo Sha
  - Set of Toy Bowling
  - Timer

Evaluations:

- It was recommended to add more facilities for the Members to borrow.
- It was recommended to have more promotion on the borrowing of recreational facilities.

8.3.7 Report on Class Photo Taking

Person-in-charge:
GARG Anant
Welfare Secretary
CSA, ENS, HKUSU,
Session 2017–2018

Introduction:
Class photos were taken for the classes of the Curriculum.

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

Arranged Time Slots and Venues:

Participants	Time	Venue
Students in COMP3329	17:25, 1st February 2018 (Thursday)	CBA
Students in COMP2120A	10:20, 2nd February 2018 (Friday)	CPD 3.28
Students in COMP2120B	11:25, 2nd February 2018 (Friday)	CBA
Students in COMP3250B	14:25, 2nd February 2018 (Friday)	LE6

Evaluations:
- It was difficult to take photo for every class of the Curriculum.
- It was a good idea to invite class professors via email earlier, so that professors could allocate the time to join prior to the activity such that students might have more motivation to join.

8.3.8 Report on Departmental Mobile Chain Sales

Person-in-charge:
GARG Anant
Welfare Secretary
CSA, ENS, HKUSU,
Session 2017–2018

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 2018

Details:

Item	Price	Sold
Departmental Mobile Chain	HK$7	0

Evaluation:
The sales were not satisfactory.

8.3.9 Report on Departmental Windbreaker Sales

Person-in-charge:
GARG Anant
Welfare Secretary
CSA, ENS, HKUSU,
Session 2017–2018

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 2018

Details:

Item	Price	Sold
Departmental Windbreaker	HK$100	0

Evaluation:
The sales were not satisfactory since the size of the remaining ones were too large.

8.3.10 Report on Marketing Activities

Person-in-charge:
TSUI Yim Ting
External Vice-chairperson and Acting Marketing Secretary
CSA, ENS, HKUSU,
Session 2017–2018

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 with business bodies
- To seek cash sponsor for functions in order to enhance effectiveness in organizing functions

Details:
The following was a list of sponsoring bodies in different functions with the type of sponsorship bracketed:
- Sponsoring organizations of Inauguration Ceremony:
    - CEDARS (Cash)
    - Jardine OneSolution (HK) Limited (Cash)
    - Mount Everest Store (Cash)
    - 宏志印務 (Cash)
    - 新衡和洗衣店 (Cash)
    - 潔而亮洗衣公司 (Cash)
    - 梁輝跌打醫館 (Cash)
    - 農夫有機店 (Cash)
    - 新興食家 (Cash)
    - 德記潮州菜館 (Food)
    - 寶蓮苑素食 (Food)
    - 客尚來 (Food)

  - 永利清湯牛腩 (Food)
  - 金祥排骨麵 (Food)
  - 宜記甜品 (Food)
  - 可可店 (Food)
  - 華叔海鮮飯店 (Food)
- Sponsoring individuals of Inauguration Ceremony:
  - Dr. A.T.C. Tam (Cash)
  - Dr. B. Oliveira (Cash)
  - Dr. C.K. Chui (Cash)
  - Dr. H.F. Ting (Cash)
  - Dr. K.P. Chan (Cash)
  - Dr. R.C.K. Cheng (Cash)
  - Dr. Z. Huang (Cash)
  - Mr. G. Mitcheson (Cash)
  - Prof. B.C.M. Kao (Cash)
  - Prof. F.C.M. Lau (Cash)
  - Prof. Y.Z. Yu (Cash)
- Sponsoring organization of Orientation Program 2017—Registration Day:
  - CEDARS (Cash)
- Sponsoring organization of Orientation Program 2017—Orientation Camp:
  - Zitison Limited (Sponsor products)
- Sponsoring organizations of CSA × ISA Open Data Hackathon 2017:
  - 10Life Group Limited (Cash)
  - CEDARS (Cash)
  - CISC Limited (Cash)
  - OURSKY (Cash)
- Sponsoring organization of Annual Dinner:
  - CEDARS (Cash)
  - Jardine OneSolution (HK) Limited (Cash)
- Sponsoring individuals of Annual Dinner
  - Dr. A.T.C. Tam (Cash)
  - Dr. H.F. Ting (Cash)

Evaluations:

- Different sponsor schemes from CEDARS should be explored.
- Finding sponsorship from shops to shops were not efficient, yet worth trying.
- More sponsorship should be found for Orientation Program 2017—Orientation Camp to facilitate the rundown.
- Sponsorship should be found for the entire year plan, instead of function-by-function.
- The Department was supportive financially.

8.3.11 Report on Membership Card

Person-in-charge:
GARG Anant
Welfare Secretary
CSA, ENS, HKUSU,
Session 2017–2018

Introduction:
Membership Card was to identify the membership of the Association 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 of the first semester of the next academic year.

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

Evaluation:
It was recommended to have more promotion on the renewal of Membership Card.

8.3.12 Report on Newsletter Publication

Person-in-charge:
PANG Ming Kin
Publication and Publicity Secretary and Acting Information Secretary
CSA, ENS, HKUSU,
Session 2017–2018

Introduction:
Newsletters were published to summarize the events of the Association. They also served as an official channel between the Association and the Members. Newsletters were available in printed version and electronic version. 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; Room 335, Haking Wong Building, The University of Hong Kong; Room LG103, Chow Yei Ching Building, The University of Hong Kong; and at CS' Area and the Association Board of the Association. Electronic newsletters were available on the website and Facebook page of the Association.

Aims:
- To inform the Members and the public about the latest news of the Association
- To provide reviews of the events of the Association to the Members and the public

Details:
The following was the summary of the newsletter issue of the CSA, ENS, HKUSU, Session 2017–2018:
- Issue FEB 2018
    - Cover Story
        - Farewell Message
    - Functions Review
        - Mixer (Semester 2, 2016–2017; Semester 1, 2017–2018)
        - Photo-taking Day
        - Inauguration Ceremony

- Superpass Day (Semester 2, 2016–2017; Semester 1, 2017–2018)
- Orientation Program 2017—Registration Day
- Orientation Program 2017—Orientation Camp
- CSA × ISA Open Data Hackathon 2017
- Annual Dinner
- Joint Society Dodgeball Competition
- Welfare Week
- CS Hiking Trip

- Agenda of Annual General Meeting of Computer Science Association, Engineering Society, HKUSU, Session 2017–2018

Evaluations:

- Deadlines should have been strictly followed in order to avoid delay in publication.
- Sponsorship should have been found for the newsletter in order to distribute more copies.

8.3.13 Report on Other Product Sales

Person-in-charge:
GARG Anant
Welfare Secretary
CSA, ENS, HKUSU,
Session 2017–2018

Introduction:
CD-R, DVD+R and DVD+R Double Layer were available during the Ex-Co duty time in CS' Area.

Aim:
To provide welfare to the Members

Period:
March 2012–February 2018

Details:

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

Evaluation:
The sales were not satisfactory.

8.3.14 Report on Souvenirs for Graduates

Person-in-charge:
GARG Anant
Welfare Secretary
CSA, ENS, HKUSU,
Session 2017–2018

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

Aim:
To provide welfare to the Members

Date:
2nd May 2017 (Tuesday)

Details:
65 souvenirs were made where 58 of them were distributed.

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

8.3.15 Report on Stationery Sales

Person-in-charge:
GARG Anant
Welfare Secretary
CSA, ENS, HKUSU,
Session 2017–2018

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 2018

Details:

Item	**Price**			**Sold**
	Member	**Non-member**	**Welfare Week**	
Association Paper (2012–2013)	HK$12	HK$15	HK$11	5

Evaluation:
The sales were satisfactory.

8.4 External Affair Report

8.4.1 Report on Joint Universities Computer Association (JUCA)

Person-in-charge:
TSUI Yim Ting
External Vice-chairperson and Acting Marketing Secretary
CSA, ENS, HKUSU,
Session 2017–2018

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 allowed participation of students studying in 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 participated in two conferences, namely Open Source Hong Kong 2017 and SITCON × HK 2017, with the following academic societies:
- Computer Science Society, City University of Hong Kong Students' Union
- Hong Kong Baptist University Computer Science Society
- Hong Kong Joint Universities Computer Association
- Society of Computing Studies of The Hong Kong Polytechnic University
- Student Society of Computing of The Open University of Hong Kong

- The Computer Science and Engineering Students' Society, HKUSTSU
- The Computer Science Society, The Student Union of The Chinese University of Hong Kong

Evaluations:

- A WhatsApp group was set up for communication.
- Earlier and better communication with other academic societies was recommended in the session.

8.4.2 Report on relationship with other academic bodies

Person-in-charge:
TSUI Yim Ting
External Vice-chairperson and Acting Marketing Secretary
CSA, ENS, HKUSU,
Session 2017–2018

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 of 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 the Association compromised on the orientation matters. Resources were lent to CES, ENS, HKUSU. Joint Society Dodgeball Competition, which was co-organized with CES, ENS, HKUSU; EEEA, ENS, HKUSU; IEA, ENS, HKUSU and MES, ENS, HKUSU, was held successfully.

- **Electrical and Electronic Engineering Association, Engineering Society, HKUSU (EEEA, 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 the Association compromised on the orientation matters.

Resources were lent to EEEA, ENS, HKUSU. Joint Society Dodgeball Competition, which was co-organized with CES, ENS, HKUSU; EEEA, ENS, HKUSU; IEA, ENS, HKUSU and MES, ENS, HKUSU, was held successfully.

- **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 the Association compromised on the orientation matters. Joint Society Dodgeball Competition, which was co-organized with CES, ENS, HKUSU; EEEA, ENS, HKUSU; IEA, ENS, HKUSU and MES, ENS, HKUSU, was held successfully.

- **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. The communication among the two associations' Ex-Co was good. CSA × ISA Open Data Hackathon 2017, which was co-organized with ISA, BEA, HKUSU, was held successfully.

- **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 the Association compromised on the orientation matters. Resources were lent to MES, ENS, HKUSU. Joint Society Dodgeball Competition, which was co-organized with CES, ENS, HKUSU; EEEA, ENS, HKUSU; IEA, ENS, HKUSU and MES, ENS, HKUSU, was held successfully.

- **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 curriculum of BEng(MedE).
  - There were no executive committee 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, The University of Hong Kong.
  - The relationship between the Association and TecHKU was good this year. Good communication through Facebook was maintained and opportunities of cooperation 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
- Student Society of Computing of the OUHKSU
- The Computer Science and Engineering Students' Society, HKUSTSU
- The Computer Science Society, The Student Union of The Chinese University of Hong Kong

Evaluations:

- Maintaining a good relationship and enhancing the communication through various channels with different societies were recommended.
- The public awareness and social respect of the Association were raised.
- Through communication among different societies, the understanding of their culture and nature helped in maintaining good relationships.

8.4.3 Report on participation in inauguration ceremonies of other societies

Person-in-charge:
TSUI Yim Ting
External Vice-chairperson and Acting Marketing Secretary
CSA, ENS, HKUSU,
Session 2017–2018

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 gain recognition and awareness from other organizations
- To seek for opportunities of cooperation

Participated inauguration ceremony of the following societies:
- **Within the University:**
  - Information Systems Association, Business and Economics Association, HKUSU on 16th January 2017 (Monday)
  - Engineering Society, Hong Kong University Students' Union on 20th March 2017 (Monday)
  - Mechanical Engineering Society, Engineering Society, Hong Kong University Students' Union on 23rd March 2017 (Thursday)
  - Civil Engineering Society, Engineering Society, HKUSU on 7th April 2017 (Friday)

- **Outside the University:**
  - The Computer Science Society, The Student Union of The Chinese University of Hong Kong on 3rd February 2017 (Friday)
  - The Engineering Students' Union, HKUSTSU on 23rd February 2017 (Thursday)
  - The Society of Engineering Faculty, The Student Union of The Chinese University of Hong Kong on 27th February 2017 (Monday)

- Student Society of Computing of the OUHKSU on 26th March 2017 (Sunday)
- Hong Kong Baptist University Computer Science Society on 28th March 2017 (Tuesday)

Evaluations:

- A positive image was built after attending the inauguration ceremonies.
- Communication between the Association and other student organizations was enhanced. WhatsApp groups were created with different representatives from different societies.
- Social awareness of the Association and the Curriculum was raised.
- Year plans of different societies were shared and opportunities of cooperation were discussed.

9 Annual Financial Report

Computer Science Association, Engineering Society, HKUSU, Session 2017 – 2018

Annual Financial Report

For the Year Ended 1st February 2018

(Expressed in Hong Kong Dollars)

Income and Expenditure Account

	Note	Income ($)	Expenditure ($)
1. Activities and Functions			
Mixer (Semester 2, 2016 – 2017)	A1		0.00
Photo-taking Day	A2		196.20
Inauguration Ceremony	A3	2455.00	
Superpass Day (Semester 2, 2016 – 2017)	A4		890.90
Orientation Program 2017—Registration Day	A5	115.50	
Orientation Program 2017—Orientation Camp	A6		2250.90
Mixer (Semester 1, 2017 – 2018)	A7		0.00
CSA × ISA Open Data Hackathon 2017	A8	279.80	
Annual Dinner	A9	1003.00	
Joint Society Dodgeball Competition	A10		14.00
Welfare Week	A11		237.80
Superpass Day (Semester 1, 2017 – 2018)	A12		659.10
CS Hiking Trip	A13		14.00
2. Administration			
Annual Budget			80.00
Annual Report			1000.00
Grant for Proposed Cabinet			500.00
Photocopy			190.00
Stationery			81.50
3. Membership Subscription			
Existing Member (4-Year Curriculum, Expires on 2017) ($25.00 × 46)		1150.00	
Existing Member (4-Year Curriculum, Expires on 2018) ($50.00 × 55)		2750.00	
Existing Member (4-Year Curriculum, Expires on 2019) ($50.00 × 55)		2750.00	
New Member (4-Year Curriculum, Expires on 2020) ($25.00 × 60)		1500.00	
New Member (4-Year Curriculum, Expires on 2019) ($25.00 × 5)		125.00	
New Member (4-Year Curriculum, Expires on 2018) ($25.00 × 9)		225.00	
4. Sports			
First Aid Kit			23.00
5. Welfare			
Souvenir for Graduates			3189.30
Welfare Item Sales	C	378.90	

6. Others				
Bank Interest			0.83	
Bank Service Charge				340.00
Gain on Annual Budget Payable			50.00	
Gain on Annual Report Payable			190.00	
Gain on Newsletter Payable			0.00	
Loss on Grant for Proposed Cabinet Payable				28.00
Registration Fee	($10.00 × 74)		740.00	
		Total	13713.03	9694.70
Surplus / (Deficit) of Session 2017 – 2018				4018.33

Balance Sheet as at 1st February 2018

	Note	$	$
Current Assets			
Bank		49661.87	
Cash		4326.10	
Stock		4013.30	
Total Current Assets			58001.27
Less: Current Liabilities			
Annual Budget Payable		80.00	
Annual Report Payable		1000.00	
Grant for Proposed Cabinet Payable		500.00	
Newsletter Payable		24.00	
Prepaid Membership Fee	B2	13225.00	
Total Current Liabilities			14829.00
Net Current Assets			43172.27
Balanced by:			
Accumulated Funds b/f from Session 2016 – 2017			
Current Assets			
Bank		44609.34	
Cash		5229.20	
Stock		2969.40	
Total Current Assets			52807.94
Less: Current Liabilities			
Annual Budget Payable		80.00	
Annual Report Payable		1000.00	
Grant for Proposed Cabinet Payable		500.00	
Newsletter Payable		24.00	
Prepaid Member Fee	B1	12050.00	
Total Current Liabilities			13654.00
Net Current Assets			39153.94
Add: Surplus / (Deficit) of Session 2017 – 2018			4018.33
Accumulated Fund c/f			43172.27

Prepared by,	Approved by,	Audited by,
CHUN Sin Ying	POON Tsz Ho Cedric	Professor T.W. Lam
External General Secretary and Acting Financial Secretary, Computer Science Association, Engineering Society, HKUSU, Session 2017 – 2018	Chairperson, Computer Science Association, Engineering Society, HKUSU, Session 2017 – 2018	Honorary Auditor, Computer Science Association, Engineering Society, HKUSU, Session 2017 – 2018

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Notes to Annual Financial Report

A. Details of Activities and Functions

1. Mixer (Semester 2, 2016 – 2017)

		Income($)	Expenditure($)
Funding from the Department		3662.60	
Bottled Drink			337.40
Facial Tissue (3 Packs)			13.00
Foodstuff			3196.80
Plastic Cup (50 Units)	($18.00 × 4)		72.00
Poster (A3 Size, Color)	($2.00 × 7)		14.00
Road Guide (A4 Size, Black and White)	($0.20 × 7)		1.40
Wet Tissue (80 Units)			28.00
	Total	3662.60	3662.60
	Surplus / (Deficit)		0.00

2. Photo-taking Day

		Income($)	Expenditure($)
Decoration			180.00
Poster (A3 Size, Color)	($2.00 × 7)		14.00
Road Guide (A4 Size, Black and White)	($0.20 × 11)		2.20
	Total	0.00	196.20
	Surplus / (Deficit)		(196.20)

3. Inauguration Ceremony

		Income($)	Expenditure($)
Sponsorship from CEDARS		800.00	
Sponsorship from Shops		1401.50	
Sponsorship from Teaching Staff		2800.00	
Alcohol Stove	($15.00 × 7)		105.00
Banner (3' × 8')			72.00
Booklet			1012.00
Bottled Drink			159.30
Certificate for Sponsorship			40.80
Food Tray			126.00
Foodstuff			100.80
Invitation Card			82.50
Name Tag			6.00
Paper Plate (50 Units)	($18.00 × 3)		54.00
Plastic Cup (50 Units)	($18.00 × 5)		90.00
Plastic Fork (200 Units)			15.00
Poster (A3 Size, Color)	($2.00 × 7)		14.00
Road Guide (A4 Size, Black and White)	($0.20 × 20)		4.00
Seating Instruction (A4 Size, Black and White)	($0.20 × 11)		2.20
Seating Ticket			12.00
Signature Book			117.10
Souvenir for Guests			140.20
Souvenir for Participants			393.60
	Total	5001.50	2546.50
	Surplus / (Deficit)		2455.00

Notes to Annual Financial Report

4. Superpass Day (Semester 2, 2016 - 2017)

		Income($)	Expenditure($)
Application Fee	($60.00 × 20)	1200.00	
Catering Fee			1476.00
Chinese Writing Brush (3 Units)			26.00
Ink			30.00
Plastic Gloves (24 Units)			8.90
Poster (A3 Size, Color)	($2.00 × 7)		14.00
Red Paper			10.00
Roasted Piglet			488.00
Superpass Red Packet	($1.30 × 19 + $10.30)		35.00
Wool			3.00
	Total	1200.00	2090.90
	Surplus / (Deficit)		(890.90)

5. Orientation Program 2017—Registration Day

		Income($)	Expenditure($)
Sponsorship from CEDARS		800.00	
Decoration			143.50
iZone			400.50
Leaflet			11.60
Photocopy			50.00
Souvenir for the Freshmen			309.90
	Total	800.00	915.50
	Surplus / (Deficit)		(115.50)

6. Orientation Program 2017—Orientation Camp

		Income($)	Expenditure($)
Application Fee for Ex-Co	($335.00 × 7)	2345.00	
Application Fee for Helpers	($335.00 × 8)	2680.00	
Application Fee for Past Ex-Co	($81.00 × 12)	972.00	
Application Fee for Pre-camp	($17.00 × 7 + $8.50 × 6)	170.00	
Application Fee for the Freshmen	($500.00 × 16)	8000.00	
Deposit of Application	($125.00 × 4)	500.00	
Campfire			92.00
Campsite Booklet			52.00
Campsite Fee for Orientation Camp	($109.50 × 50 + $123.00 × 10)		6705.00
Campsite Fee for Pre-camp	($17.00 × 7 + $8.50 × 6)		170.00
Catering Fee for Orientation Camp	($124.30 × 35)		4350.50
Coach			1500.00
Game Expenses			264.10
Orientation Camp Bag	($22.50 × 40)		900.00
Orientation Camp T-shirt	($17.20 × 6 + $21.50 × 100)		2253.20
Photocopy			160.00
Poster (A3 Size, Color)	($2.00 × 7)		14.00
Prize			182.40
Taxi			59.70
Van			215.00
	Total	14667.00	16917.90
	Surplus / (Deficit)		(2250.90)

Notes to Annual Financial Report

7. Mixer (Semester 1, 2017 – 2018)

		Income($)	Expenditure($)
Funding from the Department		4105.50	
Bottled Drink			378.50
Facial Tissue (1 Pack)			5.00
Foodstuff			3636.00
Plastic Cup (50 Units)	($18.00 × 4)		72.00
Poster (A3 Size, Color)	($2.00 × 7)		14.00
	Total	4105.50	4105.50
	Surplus / (Deficit)		0.00

8. CSA × ISA Open Data Hackathon 2017

	Note	Income($)	Expenditure($)
Total Average Expenditure	D1	279.80	
	Total	279.80	0.00
	Surplus / (Deficit)		279.80

9. Annual Dinner

		Income($)	Expenditure($)
Application Fee for Assoicate Members	($300.00 × 1)	300.00	
Application Fee for Ex-Co	($250.00 × 8)	2000.00	
Application Fee for Helpers	($200.00 × 4)	800.00	
Application Fee for the Members	($250.00 × 8)	2000.00	
Sponsorship from CEDARS		1000.00	
Sponsorship from Shops		1000.00	
Sponsorship from Teaching Staff		700.00	
Booklet			86.50
Catering Fee	($190.00 × 23)		4370.00
Certificate for Guests			2.70
Invitation Card			44.50
Name Tag			3.80
Poster (A3 Size, Color)	($2.00 × 7)		14.00
Seating Instuction			7.00
Seating Ticket			18.50
Venue Rental			2250.00
	Total	7800.00	6797.00
	Surplus / (Deficit)		1003.00

10. Joint Society Dodgeball Competition

		Income($)	Expenditure($)
Poster (A3 Size, Color)	($2.00 × 7)		14.00
	Total	0.00	14.00
	Surplus / (Deficit)		(14.00)

Notes to Annual Financial Report

11. Welfare Week

		Income($)	Expenditure($)
Poster (A3 Size, Color)	($2.00 × 7)		14.00
Welfare Pack			223.80
	Total	0.00	237.80
	Surplus / (Deficit)		(237.80)

12. Superpass Day (Semester 1, 2017 – 2018)

		Income($)	Expenditure($)
Application Fee	($60 × 17)	1020.00	
Catering Fee			1146.00
Poster (A3 Size, Color)	($2.00 × 7)		14.00
Roasted Piglet			488.00
Superpass Red Packet	($1.3 × 16 + $10.3)		31.10
	Total	1020.00	1679.10
	Surplus / (Deficit)		(659.10)

13. CS Hiking Trip

		Income($)	Expenditure($)
Poster (A3 Size, Color)	($2.00 × 7)		14.00
	Total	0.00	14.00
	Surplus / (Deficit)		(14.00)

Notes to Annual Financial Report

B. Details of Prepaid Membership Fee

1. Prepaid Membership Fees b/f from Session 2016 – 2017

Expiry Year	Number of Members	Prepaid Amount ($)	Sub-Total ($)
2017	33	25.00	825.00
2017	9	25.00	225.00
2018	55	75.00	4125.00
2019	55	125.00	6875.00
		Total	12050.00

2. Prepaid Membership Fees c/f

Expiry Year	Number of Members	Prepaid Amount ($)	Sub-Total ($)
2018	55	25.00	1375.00
2018	9	25.00	225.00
2019	55	75.00	4125.00
2020	60	125.00	7500.00
		Total	13225.00

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 Bag (2017 - 2018)	15.00	60	900.00			55	825.00
Association Coffee Mug	52.00			14	728.00	14	728.00
Association Hoodie (2016 - 2017)	115.00			1	115.00	0	0.00
Association Jacket (2015 - 2016)	134.50			5	672.50	5	672.50
Association Paper (2012 - 2013)	11.70			54	631.80	49	573.30
Association T-shirt (2017 - 2018)	17.20	80	1376.00			72	1238.40
Association T-shirt (2015 - 2016)	21.00			15	315.00	14	294.00
Association T-shirt (2013 - 2014)	48.00			2	96.00	2	96.00
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
Total			1376.00		2969.40		4013.30

2. Sales

	Remarks	Unit Price ($)	Quantity	Amount ($)
Association Bag (2017 - 2018)	(Member Price)	35.00	0	0.00
Association Bag (2017 - 2018)	(Non-Member Price)	40.00	0	0.00
Association Bag (2017 - 2018)	(Welfare Week Price)	30.00	5	150.00
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	0	0.00
Association Hoodie (2016 - 2017)	(Member Price)	120.00	1	120.00
Association Hoodie (2016 - 2017)	(Non-Member Price)	130.00	0	0.00
Association Hoodie (2016 - 2017)	(Welfare Week Price)	110.00	0	0.00
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	0	0.00
Association Paper (2012 - 2013)	(Member Price)	12.00	2	24.00
Association Paper (2012 - 2013)	(Non-Member Price)	15.00	1	15.00
Association Paper (2012 - 2013)	(Welfare Week Price)	11.00	2	22.00
Association T-shirt (2017 - 2018)	(Member Price)	40.00	0	0.00
Association T-shirt (2017 - 2018)	(Non-Member Price)	50.00	4	200.00
Association T-shirt (2017 - 2018)	(Welfare Week Price)	35.00	4	140.00
Association T-shirt (2015 - 2016)	(Member Price)	40.00	1	40.00
Association T-shirt (2015 - 2016)	(Non-Member Price)	50.00	0	0.00
Association T-shirt (2015 - 2016)	(Welfare Week Price)	30.00	0	0.00
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	0	0.00
CD-R		1.50	0	0.00
Departmental Mobile Chain		7.00	0	0.00
Departmental Windbreaker		105.00	0	0.00
DVD+R		1.40	0	0.00
DVD+R Double-Layer		5.50	0	0.00
			Total	711.00

Notes to Annual Financial Report

3. Surplus or Deficit

	$	$	$
Sales			711.00
Less: Cost of Goods Sold			
Opening Stock	2969.40		
Add: Purchases	1376.00		
		4345.40	
Less: Closing Stock		4013.30	
			332.10
Surplus in Welfare Item Sales			378.90

Notes to Annual Financial Report

D. Details of Total Average Expenditure of CSA × ISA Open Data Hackathon 2017

1. CSA × ISA Open Data Hackthon 2017

			Income($)	Expenditure($)
Sponsorship from CEDARS			700.00	
Sponsorship from Shops			6000.00	
Certificate for Judegs				13.80
Certificate for Participants				84.20
Leaflet				22.50
Poster (A3 Size, Color)	($2.00 × 10)			20.00
Prize				6000.00
		Total	6700.00	6140.50
		Surplus / (Deficit)		559.50

Prepared by,
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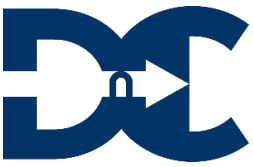
Organizing Committee Member
CSA × ISA Open Data Hackathon 2017



DnC

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