

PHOTOGRAPHIC SOCIETY
HONG KONG UNIVERSITY STUDENTS' UNION
CONSTITUTION
JANUARY 2012 [2011-2012 AGM] AMENDED

SECTION ONE: GENERAL

Article 1: Name

1.1 The name of the Society shall be the Photographic Society, Hong Kong University Students' Union (abbr. Photographic Society, HKUSU), herein after referred to as the Society. The name of the Society in Chinese shall be “香港大學學生會攝影學會” .

Article 2: Status

1.2 The Society shall be affiliated to the Hong Kong University Students' Union through the Cultural Association.

Article 3: Aim

1.3 The aim of the Society is to promote the art of photography among the students of the University as well as other students.

Article 4: Patron

1.4 The Patron(s) of the Society shall become recommended by members of the Society.

Article 5: Advisor

1.5 The Advisor(s) of the Society shall become recommended by members of the Society.

SECTION TWO: MEMBERSHIP

Article 1: Full Membership 基本會員

2.1.1 All full members of the Hong Kong University Students' Union shall be eligible for full members of the Society with the payment of the membership fee.

2.1.2 The duration of full membership starts from 1st August and ends on 31st July of the coming year so long as he/she remains as a full member of Hong Kong University Students' Union.

2.1.3 All full members are entitled to the following privileges:

1. To use facilities provided by the Society for general use of its members.
2. To attend functions and activities arranged by the Society.
3. To attend all General Meetings with full speaking right
4. To propose and second motions, and to vote at General Meetings of the Society.
5. To nominate and be nominated for election in the Society.

Article 2: Affiliated Membership

2.2.1 Postgraduates, alumni and staff of the University of Hong Kong shall be eligible for affiliated members of the Society with the payment of the membership fee.

2.2.2 The duration of affiliated membership starts from 1st August and ends on 31st July of the coming year.

2.2.3 All affiliated members are entitled to the following privileges:

1. To use facilities provided by the Society for general use of its members.
2. To attend functions and activities arranged by the Society.
3. To attend all General Meetings with full speaking right.

Article 3: Honorary Membership

2.3.1 Awards of Honorary Fellowship and Honorary Membership are made by the Society to promote both the fame and activities of the Society. These awards are not open to application but will be granted as an honor.

2.3.2 The granting of these awards shall be proposed by executive committee and with the approval of General Meeting.

2.3.3 Honorary Fellowship will be granted to those who have achieved standing in photography and recognized as master in photography and who by close association with the Society and by rendering services to the Society.

2.3.4 Honorary Membership will be granted to those who have rendered services to

the Society and photography in general.

Article 4: Membership fees

2.4 The membership fees of Cultural Clubs shall be approved by Council of Cultural Association, HKUSU annually.

SECTION THREE: GENERAL MEETINGS

Article 1: Authority

3.1 The General Meetings shall possess the highest authority in all matters affecting the Society.

Article 2: Annual General Meeting 周年會員大會

3.2.1 The Annual General Meeting of the Society shall be convened by the Chairperson and held within the period starting from the first day of January to the third week of March, as specified by the Constitution and regulations of Culture Association.

3.2.2 The business of the Annual General Meeting shall be:

1. To receive and adopt the agenda
2. To receive and adopt the minutes of the previous Annual General Meeting and Extraordinary General Meeting(s) (if any)
3. To receive and adopt the Annual Functional Report
4. To receive and adopt the Annual Financial Report
5. Election of Executive Committee of the next session
6. To receive the Year Plan and Financial Budget
7. To authorize the newly elected Chairperson and Financial Secretary to be in charge of the official bank account of the Photographic Society, HKUSU jointly
8. Any other business

Article 3: Extraordinary General Meeting 特別會員大會

3.3 An Extraordinary General Meeting shall be held upon the request of the

Executive Committee, or the written request of five percent (5%) of or fifteen (15) Full Members of the Society, whichever the more.

Article 4: Voting

3.4.1 When there is only one candidate for the post, the attending Full Members of the Society shall vote for or against the candidate or abstain. The candidate shall be declared elected if a simple majority of votes cast is for the candidate.

只有一名候選人參選時，在席基本會員可向該候選人投信任或不信任票或棄權。如簡單多數的票數投向候選人，大會可宣佈該候選人當選。

3.4.2 When there are two candidates for one post, a straight ballot shall be held. In the event of a tie a re-election shall be held.

當有兩名候選人競逐同一職位時，大會會進行直接投票。如票數相同，須重新投票。

3.4.3 When there are more than two candidates for one post the attending Full Members of the Society shall indicate on their ballot sheets theirs of preference for all candidates. Ballot sheets shall be arranged and counted according to the first preference. The candidate at the bottom of the pool on the count shall be declared to have lost, and his / her votes shall be distributed among according the remainders according to the second preference indicated on them. This process shall be continued until one candidate has a clear majority and he / she is declared elected.

當多於兩名候選人競逐同一職位時，在席基本會員可於選票上列出所有候選人的喜好排序。選票會先以第一喜好計算。是次點票獲得最少票數之候選人將被宣佈落選，原本屬於他 / 她的票數將以第二喜好分配到餘下的候選人。這個程序會持續進行，直至有一名候選人得到過半數選票為止，大會可宣佈該候選人當選。

Article 5: Notice

3.5 A notice of any General Meeting of the Society and the agenda therefore shall be posted seven clear days before the General Meeting.

Article 6: Quorum

3.6 At all General Meetings, seven (7)% or twenty (20) voting members of the Society, whichever the more, shall form a quorum.

SECTION FOUR: ELECTION

Article 1: Annual Election

- 4.1 The Annual Election of the Society shall be held at the Annual General Meeting as stated in Section Three.

Article 2: Nomination

- 4.2 Nomination of office bearer shall be opened seven clear days and closed three days before the General Meeting. The list of nominees shall be posted twenty-four hours after closing.

SECTION FIVE: THE EXECUTIVE COMMITTEE

Article 1: Composition

- 5.1 The Executive Committee of the Society shall be composed of the following:
1. One Chairperson
 2. One Internal Vice Chairperson
 3. One External Vice Chairperson
 4. One General Secretary
 5. One Financial Secretary
 6. One to two Marketing Secretary (ies)
 7. One to three Publication and Publicity Secretary (ies)
 8. One to two Darkroom and Studio Secretary (ies)
 9. One Property Secretary
 10. One to four Internal Affairs Secretary (ies)
 11. One Photo Team Captain
 12. One to Two Past Representative(s)

The maximum number of persons in the Executive Committee is 20.

Article 2: Function

- 5.2 The functions of the Executive Committee shall be:
1. To arrange meetings and other activities in accordance with the aim of the Society;
 2. To appoint sub-committee whenever necessary;

3. To fill up for the current year any vacancies which may occur in the patronage and the Executive Committee.

Article 3: Executive Committee Meeting

5.3.1 Committee Meetings shall be convened by the Chairperson

5.3.2 A simple majority shall form a quorum at all committee meetings.

Article 4: Duties of the committee members

5.4.1 Chairperson shall

- be the chief executive of the Society, and
- preside at all meetings of the Society.

5.4.2 Internal Vice Chairperson shall

- assist Chairperson for internal affairs,
- in the absence of the Chairperson, be the acting Chairperson of the Society

5.4.3 External Vice Chairperson shall

- assist Chairperson for external affairs,
- be the representative of the Society in the meetings and functions with external bodies, and
- in the absence of the Chairperson and Internal Vice Chairperson, be the acting Chairperson of the Society

5.4.4 General Secretary shall

- be responsible for the general correspondence, minutes of all meetings and the Annual Report of the Society, and
- manage the official email account of the Society.

5.4.5 Financial Secretary shall

- be responsible for all financial matters relating to the Society
- draft budget and keep an amount of all income and expenditure of the Society
- present an audited account of the finances of the Society at the Annual General Meeting, and
- be responsible for the annual financial report at the end of the Session.

5.4.6 Marketing Secretary shall

- be responsible for marketing activities,

- be responsible for the solicitation and management of sponsorships and donations and
- assist External Vice Chairperson on external affairs

5.4.7 Publication and Publicity Secretary shall

- be responsible for the publication of the Society.
- be the editor-in-chief of the Annual Journal which shall be published at the end of the Executive Committee of the session.
- be responsible for the publicity work in promoting functions of the Society.

5.4.8 Darkroom and Studio Secretary shall

- be responsible for all matters relating to the darkroom and studio used by the Society.
- for all matters relating the darkroom and Photo Studio in the Fong Shu Chuen Amenities Centre.

5.4.9 Property Secretary shall

- be responsible for all matters relating the property of the Society.

5.4.10 Internal Affairs Secretary shall

- facilitate all the functions and events organized by the Society.
- assist the Internal Vice Chairperson on internal affairs.

5.4.11 Photo Team Captain shall

- be the head of the Photo Team and shall be responsible for providing photo-taking services on request of the Hong Kong University Students' Union and its sub organizations.

5.4.12 Past Representative shall

- be member of the past Executive Committee, and
- act as a consultant on all matters concerning the Society.

Article 5: Session

5.5.1 The session of Executive Committee shall commence once elected at Annual General Meeting or Extraordinary General Meeting and terminated at the next Annual General Meeting.

Article 6: Vacancy

5.6.1 Vacancies in the Chairperson, Internal Vice Chairperson, External Vice Chairperson, General Secretary, or Financial Secretary shall be filled at Extraordinary General Meeting called by the current executive committee members.

SECTION SIX: CONSITITUION

6.1 Interpretation of the Constitution

6.1.1 The interpretation of the Constitution shall rest with the Executive Committee of the Society.

6.2 Amendments of the Constitution

6.2.1 The amendment of the Constitution shall be passed with a two-thirds majority in a General Meeting.

6.2.2 Constitution can only be amended in a General Meeting. Proposal or amendment shall be publicized at least seven clear days before the meeting.