

Staff Association of Shaw College Constitution

1. *Title*

The name of the Association is the Staff Association of Shaw College, The Chinese University of Hong Kong (香港中文大學逸夫書院教職員聯誼會), referred to as 'the Association'.

2. *Objectives*

The objectives of the Association are:

- a) to strengthen fellowship and relations among members of the Association;
- b) to promote welfare among its members;
- c) to foster the recreational and cultural lives of its members.

3. *Membership*

- a) Full members: all full-time or part-time staff assigned to or affiliated to Shaw College.
- b) Associate members: all other staff of The Chinese University of Hong Kong which the Executive Committee deems eligible.
- c) Temporary members: visitors of the College automatically become temporary members during their stay.
- d) Honorary members: those who have been full members and are now retired, or those who have made contribution to the College or the Association, subject to the Executive Committee's decision.

4. *Rights and Obligations*

- a) Any member is entitled to all benefits provided by the Association, to use its facilities, and to participate in all activities organized by it.
- b) Full members have the right to vote, to appeal, to elect, to stand for election, to dismiss elected officers, and to initiate and ratify changes to the Constitution.
- c) Members should abide by the rules of the Association, comply with the resolutions of the General Meeting and pay membership fees.
- d) When full members resign from the University, their membership will cease on the day when their employment with the University terminates. Nevertheless, they are eligible to apply for honorary membership.
- e) A member may resign from the Association at any time by writing to the Association, such resignation to be effective from the date of receipt of the letter.

5. *Fees*

- a) The membership fees of the Association will be reviewed from time to time by the General Meeting.
- b) Membership Fee for Full Members:

HK\$200 for Term A per year
HK\$100 for Term B per year
HK\$50 for Term C per year

Membership Fee for Associate Members: HK\$200 per year
- c) Membership fee for both full and associate members shall be deducted by 3 installments (July, November and March) every year. The arrangement is shown

in Tables 1 and 2 below:

Table 1: Membership Fee Deduction Arrangement for Full Members

Period	Membership fee		
	Term A	Terms B	Terms C
July to October	HK\$66.6	HK\$33.3	HK\$16.6
November to February	HK\$66.7	HK\$33.3	HK\$16.7
March to June	HK\$66.7	HK\$33.4	HK\$16.7
Total per annum:	HK\$200	HK\$100	HK\$50

Table 2: Membership Fee Deduction Arrangement for Associate Members

Period	Membership fee
	Terms A/B/C
July to October	HK\$66.6
November to February	HK\$66.7
March to June	HK\$66.7
Total per annum:	HK\$200

- d) The Executive Committee of the Association has the power to set and impose additional fees, subscriptions and contributions for specific purposes.
- e) Membership fee collected is not refundable.

6. General Meeting

- a) Quorum: minimum one-tenth of the Association's full paid-up members.
- b) Time: at least once in a year.
- c) Business:
 - i. to make, alter, and amend the Constitution;
 - ii. to receive reports from the Executive Committee;
 - iii. to receive financial reports;
 - iv. to elect new Executive Committee Officers
- d) Special General Meetings may be called by the Executive Committee or at the signed requested of at least one-tenth paid-up full members of the Association.

7. Executive Committee

- a) The Executive Committee (hereafter referred to as 'the Committee') shall consist of at least ten full members.
- b) The Committee shall have the President, the Vice-President, the Secretary and the Treasurer of the Association. The four shall be elected among and by the Executive Committee. They will have a term of office of two years.
- c) The Committee shall work to fulfil the objectives of the Association.

8. Finance

Dues: Members on the regular University payroll will have their dues deducted from their salary.

Updated on 23 September 2020