

## Governance of the Institute

### 本校的管治

Pursuant to The Hong Kong Institute of Education Ordinance (“Ordinance”), the Council is the executive governing body of the Institute and has general control over the administration of the Institute and the conduct of its affairs whereas the Academic Board is responsible for planning, reviewing and advising the Council on and, if so empowered by the Council, regulating the academic programmes, examinations and conferment of academic awards; and admission of students and academic matters of the Institute.

### Council

At present, the Council comprises 26 Members, 15 of whom are lay members appointed by the Chief Executive of HKSAR, including the Chairman, the Deputy Chairman, the Treasurer, and other 5 Members who have had relevant experience in commerce, industry or a profession; 3 Members who have had relevant experience in higher education; 3 Members who have had relevant experience in education, other than higher education; and a Public Officer. The other Members are the Institute's President and 3 Vice Presidents appointed by the Council; 6 Staff Members (3 are elected by staff members and the other 3 are nominated by the Academic Board and appointed by the Council); and a full-time student appointed by the Council.

### Council Members as at 30 June 2015 and the subsequent changes up to the date of the Report

#### Chairman

Mr PANG Yiu-kai, SBS, JP

#### Deputy Chairman

Mr Patrick MA Ching-hang, BBS, JP

#### Treasurer

Ms Susanna CHIU Lai-kuen, MH

#### Members

Professor Andrew CHAN Chi-fai, SBS, JP

Mrs Viola CHAN-MAN Yee-wai, BBS

Dr Haywood CHEUNG

Dr CHIU Cheung-ki

Professor Horace IP Ho-shing, MH

Ms Imma LING Kit-sum

Mrs Julie MA-LI Mun-wai

Professor NG Tai-kai

Dr Grace POON Wing-kit

Ms Ruth SHEK Yuk-yu, JP

Mr Dieter YIH, JP

根據香港教育學院條例（「條例」），校董會乃本校的行政決策機構，對本校的行政及其事務的處理有全面控制權；而教務委員會則在獲得校董會授權後，就學術課程、考試及頒授學術資歷和收生及本校的學術事務，作出規管、策劃、檢討及向校董會提供意見。

### 校董會

現時，校董會由二十六名成員組成，其中十五名為香港特區行政長官委任的校外成員，包括主席、副主席、司庫及五名來自工商或專業的成員、三名在高等教育界具相關經驗的成員、三名在高等教育界以外的教育範疇具相關經驗的成員，以及一名公職人員；餘下成員則包括本校校長及由校董會委任的三名副校長；六名本校教職員（三名由教職員選出，另三名由教務委員會提名並由校董會委任）；以及一名為校董會委任的全日制學生。

### 截至二零一五年六月三十日的校董會成員，以及隨後至本年報刊出日期之變化

#### 主席

彭耀佳先生，銀紫荊星章，太平紳士

#### 副主席

馬清鏗先生，銅紫荊星章，太平紳士

#### 司庫

趙麗娟女士，榮譽獎章

#### 成員

陳志輝教授，銀紫荊星章，太平紳士

陳文綺慧女士，銅紫荊星章

張德熙博士

招祥麒博士

葉豪盛教授，榮譽獎章

凌潔心女士

馬李敏慧女士

吳大琪教授

潘永潔醫生

石玉如女士，太平紳士

葉禮德先生，太平紳士

**Public Officer**

Mrs Michelle WONG-YAU Wai-ching, JP

**President & Vice Presidents**

Professor Stephen CHEUNG Yan-leung, BBS, JP,  
*President*

Professor John LEE Chi-kin, JP,  
*Vice President (Academic)*

Professor Joshua MOK Ka-ho,  
*Vice President (Research & Development) (up to 31 July 2015)*  
(Vacant),  
*Vice President (Research & Development) (from 1 August 2015)*

Ms Sarah WONG Man-yee,  
*Vice President (Administration)*

**Elected Staff Council Member**

Dr KWOK Ping-wai (from 8 July 2015)

Ms Loretta LEUNG Mee-kuen

Mr LI Chin-wa (from 30 September 2015)

Professor Laurance Joseph SPLITTER (up to 7 July 2015)

Mrs VIGNERON-CHAN Sin Man (up to 24 September 2015)

**Staff nominated by the Academic Board**

Professor May CHENG May-hung

Professor Joanne CHUNG Wai-yee

Professor Dennis Michael MCINERNEY (up to 30 June 2015)

Professor Robert Damian ADAMSON (from 21 August 2015)

**Student Member**

Mr Franky LEUNG Ho-ching

**Secretary**

Ms Sarah WONG Man-yee,  
*Vice President (Administration)*

The Council usually holds four meetings in an academic year. If necessary, additional meetings may be scheduled. To enhance communications with staff/students, Council papers and confirmed Council minutes which are classified as non-confidential are posted on the Institute's intranet.

Council Members are involved in the Institute's affairs through meetings of the Council, Council Committees and ad-hoc working groups, and participation in the Institute's many activities and functions. Hence, the following information of individual Members about their attendances in meetings of the Council and its standing Committees during the financial year 2014/15 do not reflect fully their involvements in Institute's affairs, as some Members might have been absent from meetings to represent the Institute in other functions.

**公職人員**

黃邱慧清女士·太平紳士

**校長及副校長**

張仁良教授·銅紫荊星章·太平紳士  
校長

李子建教授·太平紳士  
副校長(學術)

莫家豪教授  
副校長(研究與發展)(至二零一五年七月三十一日)

出缺  
副校長(研究與發展)(由二零一五年八月一日起)

黃敏兒女士  
副校長(行政)

**教職員選任代表**

郭炳偉博士(由二零一五年七月八日起)

梁美娟女士

李展華先生(由二零一五年九月三十日起)

施樂哲教授(至二零一五年七月七日)

陳倩雯女士(至二零一五年九月二十四日)

**教務委員會提名代表**

鄭美紅教授

鍾慧儀教授

麥翰林教授(至二零一五年六月三十日)

鮑勃教授(由二零一五年八月二十一日起)

**學生成員**

梁浩正先生

**秘書**

黃敏兒女士  
副校長(行政)

校董會一般於一個學術年度內舉行四次會議。若有需要，則會安排額外的會議。為加強與教職員及學生的溝通，不屬機密類別的校董會文件及經確認的校董會會議記錄均於本校的內聯網中發佈。

校董會成員通過出席校董會、校董會轄下的常設各委員會和臨時工作小組之會議，參加學院眾多不同活動，參與學院的事務。下列為二零一四/一五財政年度，各校董會成員出席校董會及其轄下常設委員會會議之數字。須強調的是，有部份校董會成員可能因要出席或參與學院其他活動和事務而缺席有關會議，故這些數字並不能全面反映各成員參與學院事務的實際情況。



Photo taken before the Council meeting on 9 October 2015.  
於二零一五年十月九日校董會會議前攝。

**Front row from left:**

Ms Sarah Wong, Professor John Lee, Ms Susanna Chiu, Mr Pang Yiu-kai,  
Mr Patrick Ma, Professor Stephen Cheung, Professor Lui Tai-lok

**Back row from left:**

Dr Kwok Ping-wai, Mr Li Chin-wa, Professor May Cheng, Ms Loretta  
Leung, Dr Chiu Cheung-ki, Professor Andrew Chan, Mrs Michelle Wong,  
Dr Grace Poon, Ms Imma Ling, Mrs Julie Ma, Mrs Viola Chan,  
Professor Horace Ip, Mr Dieter Yih, Professor Ng Tai-kai,  
Dr Haywood Cheung, Professor Bob Adamson, Mr Franky Leung

**Absent with apologies:**

Ms Ruth Shek, Professor Joanne Chung

**前排左起：**

黃敏兒女士、李子建教授、趙麗娟女士、彭耀佳先生、  
馬清鏗先生、張仁良教授、呂大樂教授

**後排左起：**

郭炳偉博士、李展華先生、鄭美紅教授、梁美娟女士、  
招祥麒博士、陳志輝教授、黃邱慧清女士、潘永潔醫生、  
凌潔心女士、馬李敏慧女士、陳文綺慧女士、葉豪盛教授、  
葉禮德先生、吳大琪教授、張德熙博士、鮑勃教授、  
梁浩正先生

**因事缺席：**

石玉如女士、鍾慧儀教授

## Attendance Record of Council Members in 2014/15

## 二零一四至一五年度校董會成員出席會議記錄

Name of the Council Members as at 30 June 2015 於二零一五年六月三十日為 校董會成員	Member of 成員	Total no. of meetings of the Council/ standing Committee held during the term of the member in the financial year from 1 July 2014 to 30 June 2015 由二零一四年七月一日至二零一五年 六月三十日，校董會/常設委員會在有 關成員任期內舉行的會議次數	Total no. of meetings of the Council/ standing Committee attended during the term of the member in the financial year from 1 July 2014 to 30 June 2015 由二零一四年七月一日至二零一五年 六月三十日，有關成員在其任期內出席 校董會/常設委員會會議次數
Mr PANG Yiu-kai, SBS, JP 彭耀佳先生，銀紫荊星章，太平紳士	- Council 校董會 - Honorary Degrees Committee 榮譽學位頒授委員會 - The Hong Kong Institute of Education Foundation 香港教育學院基金	5	5
Mr Patrick MA, Ching-hang, BBS, JP 馬清鏗先生，銅紫荊星章，太平紳士	- Council 校董會 - Honorary Degrees Committee 榮譽學位頒授委員會 - Staffing Committee 人事委員會 - The Hong Kong Institute of Education Foundation 香港教育學院基金	8	7
Ms Susanna CHIU Lai-kuen, MH 趙麗娟女士，榮譽獎章	- Council 校董會 - Audit Committee 審計委員會 - Finance Committee 財務委員會 - Investment Sub-committee 投資分委會 - The Hong Kong Institute of Education Foundation 香港教育學院基金	8	8
Professor Andrew CHAN Chi-fai, SBS, JP 陳志輝教授，銀紫荊星章，太平紳士	- Council 校董會 - Finance Committee 財務委員會	8	5
Mrs Viola CHAN-MAN Yee-wai, BBS 陳文綺慧女士，銅紫荊星章	- Council 校董會 - Donation Committee 募捐委員會* - Finance Committee 財務委員會 - Investment Sub-committee 投資分委會 - The Hong Kong Institute of Education Foundation 香港教育學院基金	11	8
Professor May CHENG May-hung 鄭美紅教授	- Council 校董會 - Finance Committee 財務委員會 - The Superannuation and MPF Schemes Management Sub-committee 公職金與強職金計劃管理分委會	9	7
Dr Haywood CHEUNG 張德熙博士	- Council 校董會 - Finance Committee 財務委員會 - Honorary Degrees Committee 榮譽學位頒授委員會	9	5
Professor Stephen CHEUNG Yan-leung, BBS, JP 張仁良教授，銅紫荊星章，太平紳士	- Council 校董會 - Donation Committee 募捐委員會* - Finance Committee 財務委員會 - Honorary Degrees Committee 榮譽學位頒授委員會 - Staffing Committee 人事委員會 - Staff Appeal Sub-committee 教職員上訴分委會 - The Hong Kong Institute of Education Development Fund 香港教育學院發展基金* - The Hong Kong Institute of Education Foundation 香港教育學院基金	16	13
Dr CHIU Cheung-ki 招祥麒博士	- Council 校董會 - Finance Committee 財務委員會 - The Superannuation and MPF Schemes Management Sub-committee 公職金與強職金計劃管理分委會	2	2
Professor Joanne CHUNG Wai-yee 鍾慧儀教授	- Council 校董會	4	4

## Attendance Record of Council Members in 2014/15 (Continued)

## 二零一四至一五年度校董會成員出席會議記錄(續)

Name of the Council Members as at 30 June 2015 於二零一五年六月三十日為 校董會成員	Member of 成員	Total no. of meetings of the Council/ standing Committee held during the term of the member in the financial year from 1 July 2014 to 30 June 2015 由二零一四年七月一日至二零一五年 六月三十日，校董會/常設委員會在有 關成員任期內舉行的會議次數	Total no. of meetings of the Council/ standing Committee attended during the term of the member in the financial year from 1 July 2014 to 30 June 2015 由二零一四年七月一日至二零一五年 六月三十日，有關成員在其任期內出席 校董會/常設委員會會議次數
Professor Horace IP Ho-shing, MH 葉豪盛教授，榮譽獎章	- Council 校董會 - Audit Committee 審計委員會	8	7
Professor John LEE Chi-kin, JP 李子建教授，太平紳士	- Council 校董會 - The Hong Kong Institute of Education Development Fund 香港教育學院發展基金*	4	4
Mr Franky LEUNG Ho-ching 梁浩正先生	- Council 校董會	2	2
Ms Loretta LEUNG Mee-kuen 梁美娟女士	- Council 校董會 - Staff Appeal Sub-committee 教職員上訴分委會	5	5
Ms Imma LING Kit-sum 凌潔心女士	- Council 校董會 - Audit Committee 審計委員會	2	2
Mrs Julie MA-Li Mun-wai 馬李敏慧女士	- Council 校董會 - Audit Committee 審計委員會 - Staff Appeal Sub-committee 教職員上訴分委會	9	7
Professor Dennis Michael MCINERNEY 麥翰林教授	- Council 校董會 - Staffing Committee 人事委員會 - Staff Appeal Sub-committee 教職員上訴分委會	8	8
Professor Joshua MOK Ka-ho 莫家豪教授	- Council 校董會 - The Hong Kong Institute of Education Development Fund 香港教育學院發展基金*	4	4
Professor NG Tai-kai 吳大琪教授	- Council 校董會 - Staffing Committee 人事委員會	7	5
Dr Grace POON Wing-kit 潘永潔醫生	- Council 校董會 - Staffing Committee 人事委員會 - Staff Appeal Sub-committee 教職員上訴分委會	3	2
Ms Ruth SHEK Yuk-yu, JP 石玉如女士，太平紳士	- Council 校董會 - Staffing Committee 人事委員會	7	4
Professor Laurance Joseph SPLITTER 施樂哲教授	- Council 校董會 - Staffing Committee 人事委員會	7	6
Mrs VIGNERON-CHAN Sin Man 陳倩雯女士	- Council 校董會 - Finance Committee 財務委員會 - The Superannuation and MPF Schemes Management Sub-committee 公職金與強職金計劃管理分委會	9	7
Ms Sarah WONG Man-yee 黃敏兒女士	- Council 校董會 - Donation Committee 募捐委員會* - Finance Committee 財務委員會 - The Superannuation and MPF Schemes Management Sub-committee 公職金與強職金計劃管理分委會 - Investment Sub-committee 投資分委會 - Staffing Committee 人事委員會 - The Hong Kong Institute of Education Development Fund 香港教育學院發展基金*	15	15
Mrs Michelle WONG-YAU Wai- ching, JP 黃邱慧清女士，太平紳士	- Council 校董會	4	4
Mr Dieter YIH, JP 葉禮德先生，太平紳士	- Council 校董會 - Staffing Committee 人事委員會 - Staff Appeal Sub-committee 教職員上訴分委會	8	8

\* Disbanded on 10 December 2014

\* 於二零一四年十二月十日解散



## Academic Board

The Academic Board (“AB”) is the chief academic forum of the Institute with the President as the Chairperson. The Board comprises members from faculties, academic departments, academic support units and student body. The quorum and procedures of the AB meetings are governed by its Rules of Procedure. It met nine times during the academic year 2014/15.

## Council Committees

The Council has established four Committees, namely the Audit Committee, the Finance Committee, the Staffing Committee and the Honorary Degrees Committee; and The Hong Kong Institute of Education Foundation. They are delegated with specific roles and responsibilities by the Council.

The Audit Committee makes recommendations to the Council on the appointment of auditors, and reviews the annual financial statements of the Institute before submission of the same to the Council for approval. It also reviews and approves the Institute’s internal audit programmes; and ensures co-ordination between the internal and external auditors; reviews internal audit findings, recommendations and management’s responses. Summaries of internal audit reports are posted on the Institute’s intranet to enhance transparency.

The Finance Committee makes recommendations to the Council on all matters within the jurisdiction of the Council which have important financial implications and approves matters as delegated by the Council. The Investment Sub-committee under the Finance Committee advises on the Institute’s investment strategies, make decisions on investments portfolio under the approved policy guidelines, and review the performance of the Institute’s portfolio. In addition, a Superannuation and MPF Schemes Management Sub-committee is appointed to oversee matters relating to the Superannuation Schemes and the MPF Scheme.

The Staffing Committee advises the Council on policies regarding establishment, staff recruitment, appointment, conditions of service, staff relations and staff development. It also reviews and adjudicates cases of complaints and appeals. The Staff Appeal Sub-committee of the Staffing Committee considers and makes decisions on staff members’ appeals on re-appointments, grievances and disciplinary matters.

The Honorary Degrees Committee considers and makes recommendations to the Council for the conferment of honorary degrees and of honorary fellows.

The Hong Kong Institute of Education Foundation was established upon the disbandment of the Donation Committee and the Hong Kong Institute of Education Development Fund on 10 December 2014. It is a high-level platform to solicit, procure and accept donations for the development of the Institute and promotion and advancement of science, social sciences, humanities, educational and cultural activities. It provides long term strategic advice on fundraising to the Council and monitors and reports all matters in relation to fundraising activities and initiatives.

## 教務委員會

教務委員會是本校的最高學術議會，由校長出任主席；成員包括學院、學系及學術支援單位代表，以及學生代表。教務委員會會議的法定人數及程序均受該會的程序規則所規管。教務委員會於二零一四至一五年度共舉行了九次會議。

## 校董會委員會

校董會設立了四個委員會，分別為審計委員會、財務委員會、人事委員會，以及榮譽學位頒授委員會；和香港教育學院基金。各個委員會獲校董會委以具體的職責和角色。

審計委員會就委任核數師事宜向校董會作出建議，同時負責於提交本校年度財務報表予校董會通過前進行檢閱。該委員會亦負責檢閱及通過本校的內部審計計劃、確保內部與外部審計之間的協調，並檢討內部審計的審計結果、建議及管理層之回應。而內部審計報告摘要亦會在本校的內聯網中發佈，以增加透明度。

財務委員會就校董會職權範圍內所有具重要財務影響的事宜，向校董會作出建議，同時按校董會的授權通過相關事務。財務委員會轄下的投資分委會則就本校的投資策略作出建議，按照已通過的政策指引決定投資組合，並檢討本校投資組合的表現。此外，公職金與強職金計劃管理分委會獲任命管理有關公職金與強職金計劃的事宜。

人事委員會就人事的聘任、委任、服務條件、員工關係及發展的政策，向校董會作出建議。該委員會亦負責檢核及裁定投訴及上訴個案。人事委員會轄下的教職員上訴分委會則就教職員對續委、申訴及紀律事項之上訴作出考慮及決議。

榮譽學位頒授委員會就頒授榮譽學位及榮譽院士作出考慮，並向校董會提交建議。

香港教育學院基金成立於二零一四年十二月十日，並於同日解散募捐委員會及香港教育學院發展基金。香港教育學院基金是一個高層次的平台負責徵集、促成和接受饋贈，用以本校之發展，推廣及促進科學、社會科學、人文科學、教育和文化活動；亦會就籌募資金的長遠策略，向校董會提出意見及建議，並負責監管及匯報所有籌募資金有關事項。

# Attendance of Committee Members in 2014/15

# 二零一四至一五年度委員會會議出席率

	Total Number of Meetings 會議總數	Average Attendance Rate of Committee members 平均出席率
Audit Committee 審計委員會	4	94%
Finance Committee 財務委員會	4	72%
Staffing Committee 人事委員會	3	89%
Honorary Degrees Committee 榮譽學位頒授委員會	1	100%
Investment Sub-committee 投資分委會	0 (Note 1)	N/A
Staff Appeal Sub-committee 教職員上訴分委會	1	86%
The Superannuation and MPF Schemes Management Sub-committee 公職金與強職金計劃管理分委會	1	88%
The Hong Kong Institute of Education Development Fund (Disbanded on 10 December 2014) 香港教育學院發展基金 (於二零一四年十二月十日解散)	0	N/A
Donation Committee (Disbanded on 10 December 2014) 募捐委員會 (於二零一四年十二月十日解散)	3	74%
The Hong Kong Institute of Education Foundation (Established on 10 December 2014) 香港教育學院基金 (於二零一四年十二月十日成立)	0	N/A

Note : All matters were dealt with in Finance Committee during the year.

附註：年內所有事項均於財務委員會處理。