香港教育大學
The Education University of Hong Kong

THE COUNCIL

The Chancellor

The Honourable Mr John LEE Ka-chiu 李家超, GBM, SBS, PDSM, PMSM
Chief Executive of the Hong Kong Special Administrative Region

Council Membership

Chairman

Dr David WONG Yau-kar 黃友嘉博士, GBS, JP

Deputy Chairman

Professor Terence CHAN Ho-wah 陳浩華教授

Treasurer

Ms Imma LING Kit-sum 凌潔心女士

Members under Section 8(1) of the Ordinance

(a) The President
Professor John LEE Chi-kin 李子建教授, JP

(b) The Vice Presidents
Professor May CHENG May-hung 鄭美紅教授, Vice President (Academic)
Professor Chetwyn CHAN Che-hin 陳智軒教授, Vice President (Research and Development)
Dr Tom FONG Wing-ho 方永豪博士, Vice President (Administration)

(c) At least one but not more than 3 public officers appointed by the Chief Executive

Dr Verena LAU Wing-yin 劉穎賢博士

(d) At least one but not more than 3 persons nominated by the Academic Board from among its number and appointed by the Council

Professor Eric TSANG Po-keung 曾寶強教授
Professor Bill YEUNG Chi-ho 楊志豪教授
Professor Susanna YEUNG Siu-sze 楊少詩教授

(e) 3 members elected from among their number by (i) the full-time teaching staff; and (ii) the administrative staff whose rank or grade is equivalent to that of full-time teaching staff

Dr Maxwell HO Chun-sing 何振聲博士
Dr Sarah LEE Hoi-man 李凱雯博士
Ms Teresa POON Sin-yi 潘倩儀女士

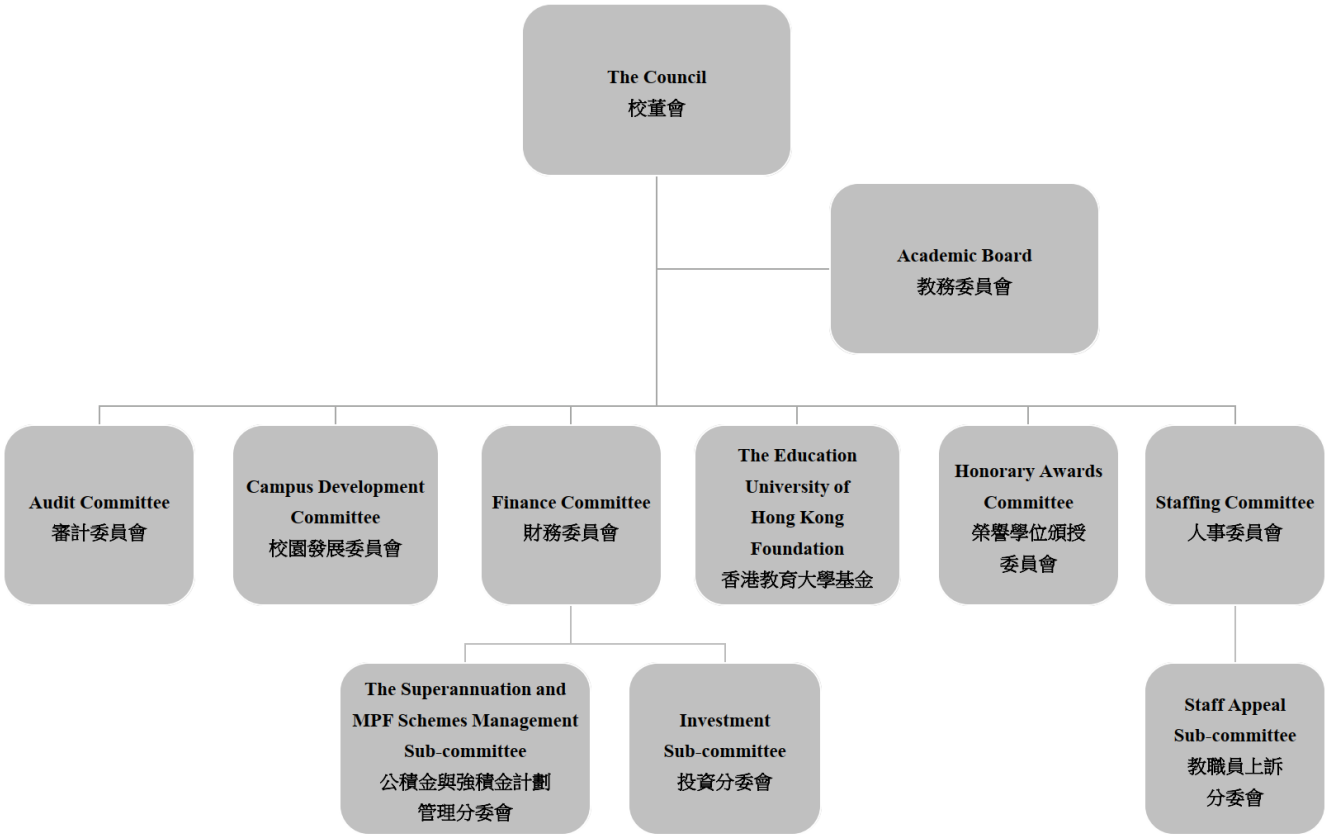
(f) Not more than 14 other persons appointed by the Chief Executive, who shall be neither public officers nor employees of the University

Mr CHOY Sai-hung 蔡世鴻先生, MH
Dr Henry HO Kin-chung 何建宗博士
The Hon Carmen KAN Wai-mun 簡慧敏議員, JP
Mr KWOK Wing-keung 郭永強先生, BBS, MH, JP
Mr Armstrong LEE Hon-cheung 李漢祥先生, MH
Dr Kennedy LIU Tat-yin 廖達賢博士
Mr Willie LUI Pok-shek 呂博碩先生, JP
Ms Winnie NG 伍穎梅女士, JP
Professor Eric YEUNG Chuen-sing 楊全盛教授, JP
Ms Jennifer YEUNG 楊燕芝女士, JP
Professor Ben YOUNG 楊立偉教授

(g) A full-time student of the University appointed by the Council

Mr WONG Ka-ho 黃泇豪先生

Council Committee Structure
校董會架構



Council Committees:

- Audit Committee (AC)
- Campus Development Committee (CDC)
- Finance Committee (FC)
- The Superannuation and MPF Schemes Management Sub-committee (SMSMSC)
- Investment Sub-committee (ISC)
- The Education University of Hong Kong Foundation (The EdUHK Foundation)
- Honorary Awards Committee (HAC)
- Staffing Committee (SC)
- Staff Appeal Sub-committee (SASC)

AUDIT COMMITTEE (AC)

Terms of Reference

1. To consider and recommend to the Council the appointment or re-appointment of internal and external auditors, the audit fee, the resignation or dismissal of auditors, and any related issues.

2. To discuss with the external auditor the nature and scope of the audit and ensure co-ordination between external and internal auditors.

3. To review the annual financial statements, focusing on the adequacy and fairness of disclosure, before submission to the Council.

4. To discuss problems and reservations arising from the audits, and any matters the external auditor may wish to discuss (in the absence of management when necessary).

5. To review the external auditor’s management letter and management’s response.

6. To approve the internal audit plan and to review the reports of the internal auditor and management’s response to ensure that appropriate action is taken to address major issues raised.

7. To oversee the internal auditor’s reviews on governance, internal controls and risk management issues, including the adequacy and effectiveness of control and risk management systems.

8. To consider the major findings of reviews to improve cost effectiveness and efficiency in University operation.

9. To perform any function laid upon it by the Council, including matters raised under the Whistleblowing Policy.

10. With the agreement of the Council, to co-opt such additional members to the Audit Committee as may be required.

[Composition and Membership]

CAMPUS DEVELOPMENT COMMITTEE (CDC)

Terms of Reference

To advise and make recommendations to the Council on matters related to:

(a) the purchase, lease, erection, alteration and renovation of buildings;

(b) the acquisition and disposal of land; and

(c) the allocation and utilisation of space and facilities.

To advise and make recommendations to the Council on the physical development and planning of the University campuses including but not limited to the Campus Master Development Plan.

To decide on the annual submissions to the University Grants Committee for the Alterations, Additions, Repairs and Improvements ("AA&I") Block Allocation and Major Capital Works Projects.

To approve the initial proposals of works projects more than $2,000,000 per project other than those set out in 3 above.

To approve, in accordance with the prevailing purchasing policies and procedures, the appointment of consultants and contractors for:

(a) AA&I Projects;

(b) Major Capital Works Projects;

(c) works projects that have been approved by this Committee;

(d) works term contracts with values more than $2,000,000.

To oversee the expenditure status and the progress of the projects set out under 5(a), (b) and (c) above.

To formulate and review policies relating to estates development and management.

To perform any function laid upon it by the Council.

With the agreement of the Council, to co-opt up to two additional members to the Campus Development Committee as may be required for a term of three years at a maximum length of service of not more than six years.

Notes:

1. *AA&I Projects and Major Capital Works Projects to be submitted to the University Grants Committee are projects with individual value of not more than $50,000,000 and those with individual value of more than $50,000,000 respectively.*
2. *Works projects which are general repairs and maintenance in nature, irrespective of value, shall not be submitted to the Campus Development Committee for consideration.*
3. *Co-opted members should observe the Guidelines and Code of Conduct / Practice for Council / Committee Members to the extent that are applicable to Council Members to ensure highest level of governance.*

Composition and Membership

FINANCE COMMITTEE (FC)

Terms of Reference

1. To consider and make recommendations to the Council on all matters which have important financial implications, which include but not limited to the

   (a) additions and deletions of banks/financial institutions to the approved list of banks;

   (b) borrowing of money and broad policy in the investment of funds;

   (c) audited annual financial statements;

   (d) appointment of fund managers; and

   (e) major changes to the terms and conditions of the Superannuation Schemes and the Mandatory Provident Fund Scheme, as proposed by its Sub-committee.

2. To consider and approve, with the delegated authority of the Council, on all matters relating to the

   (a) selection of one or more approved banks to provide banking services on campus;

   (b) percentage of investment to be placed in the approved banks and/or among the various approved financial instruments;

   (c) formulation of appropriate controls and safeguards with regard to the finance and assets of the University, the purchase of goods, and the hiring of services for the University, including the tendering regulations and the various financial limits (please see Note 1);

   (d) selection and/or acceptance of tenders, and to authorise the President or his nominee to sign contracts as approved by the Finance Committee;

   (e) level of tuition fees of UGC-funded programmes (please see [Note 1]); and

(f) annual budgets.

3. To perform any function laid upon it by the Council.

4. With the agreement of the Council, to co-opt such additional members to the Finance Committee as may be required.

5. To form any ad hoc working groups as considered necessary.

Note 1

Matters currently delegated to the Management

- *Approval of fees and charges (other than tuition fee of UGC-funded programmes) for courses of study, use of facilities, etc.;*
- *Approval of accounting procedures; and*
- *Approval of purchasing procedures*

Composition and Membership

THE SUPERANNUATION AND MPF SCHEMES MANAGEMENT SUB-COMMITTEE (SMSMSC)

Terms of Reference

1. To work with the trustee(s) or service provider(s) of the Superannuation and Mandatory Provident Fund ("MPF") Schemes to consider and, with the delegated authority of the Council, approve all matters relating to the Superannuation Schemes and the MPF Scheme, including the

   (a) selection / appointment / replacement of new or existing service providers;

   (b) determination/revision of the investment options;

   (c) review of the investment performance of the Superannuation and MPF Schemes;

   (d) review and recommend improvements in the services provided by the service providers to stakeholders;

   (e) review and revise the Rules Governing the Conduct of Election of Staff Representatives to The Superannuation and MPF Schemes Management Sub-committee;

   (f) to make recommendations to the Finance Committee on

      (i) matters relating to financing the operations of the Superannuation and MPF Schemes;

      (ii) revisions to the terms and conditions of the Superannuation Schemes and the MPF Schemes; and

      (iii) termination of the Superannuation Schemes and the MPF Schemes.

2. To perform any function laid upon it by the Finance Committee.

3. With the agreement of the Finance Committee, to co-opt such additional members to the Superannuation and Mandatory Provident Fund Schemes Management Sub-committee as may be required.

4. To form any ad hoc working groups as considered necessary.

Composition and Membership

INVESTMENT SUB-COMMITTEE (ISC)

Terms of Reference

1. To advise the Finance Committee on

   (a) the policy guidelines and objectives of the University's portfolio;

   (b) the investment strategies to achieve the intended objectives of the University's portfolio; and

   (c) all other matters associated with investment falling within the jurisdiction of the Finance Committee.

2. To make decisions on investments of the University's portfolio under the approved policy guidelines.

3. To appoint investment managers and financial consultants under delegation of the Finance Committee.

4. To monitor and review the performance of the investment managers, financial consultants and the University's portfolio.

Composition and Membership

THE EDUCATION UNIVERSITY OF HONG KONG FOUNDATION (The EdUHK FOUNDATION)

Objects

The primary objects of The Education University of Hong Kong Foundation are

(a) to solicit, procure and accept donations, financial support and gifts of property of all kinds from individuals, organisations, corporations for the development of the University and/or promotion and advancement of science, social sciences, humanities, educational and cultural activities;

(b) to assist the University in promoting its vision and mission;

(c) to consolidate and dovetail the initiatives of fund-raising, alumni relations and community building for enhanced effectiveness and increased productivity of the University; and

(d) to provide a high-level platform to tie the garnering of public and institutional support with the strategic development of the University.

Composition and Membership

HONORARY AWARDS COMMITTEE (HAC)

Terms of Reference

1. To consider and recommend to the Council the conferment and revocation of honorary degrees and honorary fellowships.

2. To consider any matter associated with the conferment and revocation of honorary degrees and honorary fellowships.

Composition and Membership

STAFFING COMMITTEE (SC)

Terms of Reference

1. To advise the Council on establishment and conditions of service.

2. To advise the Council on staff recruitment, appointment, staff relations and staff development.

3. To review and adjudicate, through the Staff Appeal Sub-Committee, cases of complaints or appeals lodged by staff against the deliberation of the Staff Selection and Appointment Committee set up under the Management Board.

4. To review and adjudicate cases of complaints or appeals relating to misconduct, breach of contract or termination of appointment.

5. To perform any function laid upon it by the Council.

6. With agreement of the Council, to co-opt such additional members as may be required.

7. To form any working groups as considered necessary.

Composition and Membership

STAFF APPEAL SUB-COMMITTEE (SASC)

Terms of Reference

To consider and make decisions on the following appeals on staffing matters in relation to but only on **procedural grounds** with the decisions by the SASC being final:

- Matters arising from personnel decisions such as re-appointment, advancement, promotion, and conversion to superannuation, etc.;
- Grievances still un-resolved after decision made by the President or appropriate authority according to the grievance procedures;
- Disciplinary matters involving termination of service/dismissal, and financial sanctions including suspension of benefits, fine, etc. under the disciplinary procedures;
- Complaints of discrimination/harassment acts where the Respondent is a staff member (other than the President or any of the Vice Presidents)* according to the Equal Opportunities Policy; and
- Any other appeals on the staffing matters referred by the President or as deemed appropriate by the Chairman of the SASC

*The appeal mechanism where the Respondent is the President or any of the Vice Presidents is stipulated under paragraph 35 in the Equal Opportunities Policy.

Composition and Membership