

LINGNAN UNIVERSITY

A Summary of Discussions and the Decisions of the Council Meeting Held on 28 June 2010

1. **Re-appointment to the Board of Governors of the Community College (BoG) at Lingnan University**

The meeting APPROVED the re-appointment of Professor CHAN Yuk-Shee as Chairman of the BoG for a term of three years with effect from 1 September 2010.

2. **Adjustments of University salaries in the light of 2010-11 Civil Service Pay Adjustments**

The meeting RESOLVED, subject to the approval by the Finance Committee of the Legislative Council at its meeting on 2 July 2010, all current University salary scales of UGC-funded staff be revised in accordance with the appropriate adjustments similar to those of the Civil Service pay adjustment rates, with retrospective effect from 1 April 2010.

3. **Establishment of Career Development Committee**

The meeting APPROVED the establishment of the Career Development Committee (CDC) so as to gather support from the Council members and from the business, industrial and professional community in helping students to get a better job placement or career opportunity. The terms of reference, membership composition and membership of the CDC are shown as below.

Terms of reference

- (a) To advise and recommend to the Council and the University, as appropriate, on matters relating to employment (including internship) of students and graduates.
- (b) To advise and recommend to the Council and the University, as appropriate, strategies for improving employment (including internship) opportunities for students and graduates.
- (c) To promote employment (including internship) opportunities for the University's graduates by identifying and developing appropriate liaison with the community.

Membership composition

Chairman: A member of the Council

Members: Not more than ten members of the Council/the Court
Not more than ten members from the community
President, ex-officio
Dean of Students, ex-officio

Co-opted Members: The Committee will have the power to co-opt up to five additional members subject to ratification by the Council

Secretary: Director of Student Services

Membership

Chairman: Mr Bernard Charnwut CHAN

Members: Mr Bernard AUYANG Pak-hong
Professor CHAN Yuk-shee (President, ex-officio)
Mr CHEUNG Leong
Mr Tony CHOI Siu-chow
Mr Albert IP Yuk-keung
Ms Sophia KAO Ching-chi
Ms Karen TANG Shuk-tak
Professor LEE Hung-kai (Dean of Students, ex-officio)

Secretary: Dr Veronica TAM Sin-ping, Director of Student Services

4. **Audit Committee Matters**

The meeting APPROVED the proposed revision on the membership composition of the Audit Committee and the appointment of Mr Witman HUNG Wai-man as a co-opted member of the Committee for a term of two years with immediate effect. The revised membership composition clearly sets out that the Chairman of the Council and members of the Finance Committee and/or any executive responsibility for the day-to-day management of the University should not be appointed to the Committee. The updated membership composition of the Committee is shown as below.

Membership composition

Chairman : One lay member of the Council who is not the Chairman of the Council and/or member of the Finance Committee

Members : Two lay members of the Council who are not members of the Finance Committee
Not more than one co-opted member if deemed necessary by the Chairman.

In attendance : AVP & Comptroller

Secretary : Secretary to the Council

5. **Finance Committee Matters**

(a) The meeting NOTED the University's Draft Revised Income and Expenditure Forecast for 2009/10 for All Activities together with the Draft

Second Revised Income and Expenditure Forecast for 2009/10 for the Community College (CC), and the Draft Revised Income and Expenditure Forecast for 2009/10 for the Lingnan Institute of Further Education (LIFE).

- (b) The meeting APPROVED the followings:
- (i) the University's Draft Income and Expenditure Budget for 2010/11 for All Activities;
 - (ii) the Draft Income and Expenditure Budget for 2010/11 for CC;
 - (iii) the Draft Income and Expenditure Budget for 2010/11 for LIFE; and
 - (iv) the opening of the deposit accounts at three banks with the same authorized signatories and signing limits as the University's other bank deposit accounts.

6. **Honorary Awards Committee Matters**

The meeting APPROVED the followings:

- (a) the conferment of honorary fellows to four eminent candidates as recommended by the Honorary Awards Committee. In addition to the Council decision on 26 April 2010 for the respective conferment of honorary fellows on two candidates, the awards of honorary fellows will be conferred on six distinguished individuals at the Honorary Fellow Presentation Ceremony 2010.
- (b) the proposed guidelines for the award of the honorary title 'Honorary Court Member'. They are expected to support the work of the University and give advice on various fronts, including but not limited to assisting in the solicitation of donations, offer their expertise and experience for students' benefit and promote the University's interests in Hong Kong and elsewhere.
- (c) the proposed extension of the scope of the terms of reference of the Honorary Awards Committee by incorporating its recommendation to the Council for the conferment of the honorary title 'Honorary Court Member'. The updated terms of reference of the Committee is shown as below.

Terms of reference

To select candidates for recommendation to the Council for the conferment of the awards of honorary degrees, honorary fellows and honorary Court members.

7. **Appeals Committee Matters**

The meeting APPROVED the proposed appeals procedures for staff grievance cases and the proposed revisions on appeals procedures for contract non-renewal cases.

8. **Staffing Committee Matters**

The meeting APPROVED the proposed "Procedures for Dealing with Appeals on

Procedural Grounds in relation to Personnel Actions of Academic Staff’ for adoption.

9. The meeting RECORDED a vote of thanks to the following Members (whose terms of office would soon expire) for their contributions to the Council and the University:

Mr Patrick YEUNG Kai-cheung, Treasurer
Dr LAM Ching-choi
Dr LI Siu-wah
Mr Ben WONG Chung-mat
Dr Abraham WONG Tat-chang

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