

THE UNIVERSITY OF HONG KONG

HALL EDUCATION DEVELOPMENT OFFICE MANAGEMENT COMMITTEE ("THE COMMITTEE")

AGENDA of 5TH MEETING

Date: 30 November 2011 (Wednesday)
Time: 10:00 p.m.
Venue: Multi-purpose Hall, 1/F, Suen Chi Sun Hall

The agenda will be as follows:

1. Minutes of Last Meeting

To receive and adopt the minutes of the fourth meeting held on 29 June 2011 (Appendix A).

2. Progress report of the HED Project

- a. To receive the report of the Intellectual Development Sub-committee. (Appendix B)
- b. To receive the report of the Student Project Sub-committee. (Appendix C)
- c. To receive the report of HEDO. (Appendix D)

3. Proposed new working groups under the Committee

- a. To establish a working group of hall tutors.
- b. To establish a working group on Residential Academic Advising (RAA).
- c. To discuss the formation of other working groups.

4. Change of Student representatives in the Committee due to change of SA Ex-co. in halls

To discuss the change of student representatives in the Committee due to the change of SA Ex-co. in halls.

5. Any Other Business

Prepared by,

Mr. Anders Wong
The HEDO Manager

22 November 2011

THE UNIVERSITY OF HONG KONG
HALL EDUCATION DEVELOPMENT OFFICE
MANAGEMENT COMMITTEE
(“THE COMMITTEE”)

MINUTES of 4TH MEETING

Date: 29 June 2011 (Wednesday)
Time: 9:30 p.m.
Venue: UG306, Simon K. Y. Lee Hall

Present: Dr. Robert Chung (Chairman of the Committee and Budget Holder of the HED Project)
Dr. Lee Pui Tak
Mr. Neith Hu
Mr. Patrick Tang
Mr. Kuk Chun Man
Mr. Samuel Shek
Mr. Andy Yip

In-attendance: Mr. Chau Sze Chit

Secretary: Mr. Anders Wong (The HEDO Manager)

Apology: Dr. K. C. Cheung
Mr. Steve Lee
Mr. Theo Chan
Miss Mimi Lee
Mr. Dazza Hui

1. Minutes of Last Meeting

The Committee **RECEIVED** and **ADOPTED** the minutes of the last meeting held on 5 April 2011.

2. Matters Arising from Last Meeting

The Committee **NOTED**:

- a. The written reports of the four open forums held on 8 April 2011, 12 April 2011, 14 April 2011 and 15 April 2011;
- b. That no progress has been made by the Student Projects Sub-committee yet.

3. Report from HEDO

The Committee **NOTED**:

- a. That HEDO has helped Joint Hall Development Committee in a survey of reviewing inter-hall sports competition;
- b. The plan to publicize the HED Project with the following comments:
 - The pamphlet should not be given to freshmen on the University Registration Day;
 - Language polishing should be done on all documents before publishing them online.

The Committee **AGREED** that:

- c. HEDO may proceed with any request from the Committee which is approved by Prof. Ben Young as the budget holder, and which receives no objection from any other Committee members within 2 weeks after it is circulated to all Committee members via emails.

The Committee **RECEIVED** and **ADOPTED**:

- d. The proposal of Hall Education Course One;
- e. The proposal of Hall Education Course Two.

Confirmed by,

Dr. Robert Chung
Chairman

13 July 2011

THE UNIVERSITY OF HONG KONG
HALL EDUCATION DEVELOPMENT OFFICE
MANAGEMENT COMMITTEE
(“THE COMMITTEE”)

Intellectual Development Sub-committee
Progress Report

HEDO has been working on the organization of the first two hall education courses.

- a. Course One: “The history & development of Taiwan politics”
 - Consists of four seminars which will be held at 2:00 p.m. on four Saturdays in November 2011;
 - Involves four speakers (Dr. Tam Chi Keung, Mr. Lau Yui Shiu, Prof. Richard Hu and Dr. Wong Yuk Man).

- b. Course Two: “Taiwan presidential election study tour”
 - Will be held from 12 January to 16 January 2012;
 - HEDO is now contacting with the parties in Taiwan and drafting the itinerary.

- c. These two hall education courses have been publicized by posting up posters at halls, sending bulk emails, posting up information on the HEDO website, making announcements during forums and high table dinners, and sharing information on Facebook.

- d. To date, 32 applications have been received. The number can be broken-down into the following categories:
 - Mainland students (M): 14
 - Local students (L): 14
 - Overseas students (O): 4

 - Lee Hysan Hall: 2 (M=1, L=1)
 - Lee Shau Kee Hall: 3 (M=1, L=2)
 - Morrison Hall: 3 (M=2, O=1)
 - R. C. Lee Hall: 6 (M=1, L=5)
 - Ricci Hall: 1 (L=1)
 - Simon K. Y. Lee Hall: 3 (M=1, O=2)
 - St. John’s College: 2 (M=1, L=1)
 - Starr Hall: 1 (M=1)

- Suen Chi Sun Hall: 3 (L=3)
- Swire Hall: 1 (L=1)
- Wei Lun Hall: 1 (M=1)
- Graduate House: 2 (M=2)
- Non-hall students: 4 (M=3, O=1)

Dated 27 October 2011

THE UNIVERSITY OF HONG KONG
HALL EDUCATION DEVELOPMENT OFFICE
MANAGEMENT COMMITTEE
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Student Project Sub-committee
Progress Report

- a. The Student Project Sub-committee has met for 3 times and set up a time frame for the application review practices.
- b. HEDO is responsible to receive applications. Review of the applications is made on a monthly basis. The deadline of application of each month is the 20th day of the month. The Sub-committee will meet before the 25th day and the final result will be released at the end of the month.
- c. Three applications have been received, one in October and two in November. The first application received in October has been reviewed and a sum of HK\$3,005 has been approved. The two applications received in November will be reviewed shortly.

Dated 23 November 2011

THE UNIVERSITY OF HONG KONG
HALL EDUCATION DEVELOPMENT OFFICE
MANAGEMENT COMMITTEE
(“THE COMMITTEE”)

Hall Education Development Office (HEDO)
Progress Report

1. Relationship between HEDO and halls
 - a. HEDO has built up a relationship with Joint Hall Development Committee (JHDC). The HEDO manager participated in their meetings and discussed about the idea of the HED Project in April 2011.
 - b. The HEDO manager was asked for help by JHDC to conduct a survey on current sports activities among hall students. A questionnaire was designed and published through our website. The results were used in the “Inter-hall sports affairs” forum.
 - c. The HEDO manager was invited by JHDC to join the discussion in the “Inter-hall sports affairs” forum and was appointed as the Chairman of the forum.

2. Upcoming Plans
 - a. The HEDO manager met with Dr. Michael Chau and the executive committee members of Lee Chi Hung Hall. He also had a discussion with Dr. P. T. Lee, Warden of Hornell Hall. HEDO is seeking opportunities to set up a working group or Sub-committee to help the hall education development of non-residential halls.
 - b. The HEDO manager had a discussion with Mr. Simon Lo about the sports affairs of halls. HEDO is going to organize a hall education course relating to sports development in halls. In addition, first-aid training and leadership training will be the topics of the forthcoming hall education courses. These ideas are pending to be discussed in the Sub-committee meetings.

3. Evaluation and Comments by the HEDO Manager
 - a. The tasks in the HED Project are more difficult than expected. This is not about the workload in the office, but about the recognition of the office and connection between the HEDO and halls. The manager needs to spend a lot of time on making connections with students through

different channels. However, the network established by one person is hardly extensive enough to have the work done efficiently.

- b. As a tutor in R. C. Lee Hall, the manager suggested setting up a network between hall tutors and HEDO. Having a coordinator in halls would greatly enhance the efficiency of the work done by HEDO. From the experience of organizing the first two hall education courses, students usually ignore the publicity made through posters and bulk emails. However, they will respond to the person who is directly conveying a message to them. The HEDO manager thinks that the network between students and HEDO is not very reliable because students do not put their work with HEDO in top priority when they have other duties in hall. However, a tutor who is mature and young enough to have good relationship with students will be an excellent choice as a coordinator to bridge HEDO with the students.
- c. Regarding the relationship between HEDO and students, the manager believes that a mutual trust has been developed. However, it is still immature to enforce any reform on hall culture. The problems within the hall community are quite complicated. For example, JHDC is urging a reform on inter-hall sports competitions and is suggesting a trim down on the number of sports teams. Currently, there are around 12 sports teams participating in inter-hall sports competitions. For those halls which do not have many students, like University Hall, they found it difficult to maintain such a large number of sports teams. However, in Lady Ho Tung Hall, having more than 400 students, this number of sports teams is optimal for them to strengthen the relationship among hallmates.
- d. In view of this, the manager believes that students are working slowly on the reform on hall culture especially when they are facing a change of 3-3-4-academic-system. HEDO is not suggested to do any enforcement on the reform but to give support to JHDC and the students, in order to help them solve the problems within the hall community.

Dated 23 November 2011