

THE UNIVERSITY OF HONG KONG

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

MINUTES of 2ND MEETING

Date: 28 March 2011 (Monday)
Time: 10:00 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. K. C. Cheung
Dr. Lee Pui Tak
Mr. Neith Hu
Mr. Steve Lee
Mr. Patrick Tang
Mr. Theo Chan
Miss Mimi Lee
Mr. Samuel Shek
Mr. Andy Yip
Mr. Dazza Hui

In attendance: Prof. Ben Young (Budget Holder of the HED Project)
Mr. Alan Chan
Mr. Helios Chan
Mr. Chan Sze Chit
Miss Sophia Lau

Secretary: Mr. Anders Wong (The HEDO Manager)

Apology: Mr. Kuk Chun Man

1. Minutes of Last Meeting

- a. The Committee **RECEIVED** the minutes of the last meeting held on 3 March 2011, and **AGREED** to defer the adoption of them to the next meeting.

2. Matters Arising from Last Meeting

- a. The Committee **NOTED** the following matters:

- The written summaries of the two brainstorming sessions held on 16 March 2011 and 22 March 2011;
- The introduction of Mr. Anders Wong, the HEDO Manager Designate.

3. The HED Project Progress Report

- a. The Committee **NOTED** the HED Project Progress Report submitted to the Committee on Halls dated 19 March 2011.

4. The HED Student Projects

- a. The Committee **RECEIVED** a draft guideline for the HED Student Projects from Mr. Andy Yip captioned “The Recruitment Form for Student Projects”.

- b. The Committee **NOTED** the following views in discussion that:

- The projects will be directed by students;
- An application form will be designed;
- Each student project proposal should specify its objectives, mid-term goals and the amount of subsidy requested;
- A consensus has yet to be reached on the amount of subsidy limit, although some suggested a ceiling of HK\$10,000 while some others suggested HK\$15,000;
- Students will be encouraged to find sponsorships on top of the HED Project subsidy;
- HEDO may provide administrative support to large-scale student projects.

5. Residence-based Academic Advising (RAA) System

- a. The Committee **NOTED** the documents of RAA System.

- b. The Committee **NOTED** the following views in discussion that:

- The RAA System is not yet a part of the HED Project;
- Dr. Robert Chung will invite other wardens to participate in the RAA Pilot Scheme;
- Some student representatives disagreed with the reward of hall fee waiver;
- The RAA System can build up a good academic image of the students living in halls.

6. Sub-committees under the Committee

a. The Committee **NOTED** that:

- The Non-residential Hall Education Development Sub-committee has yet to be formed;
- More students should be recruited to the Student Project Sub-committee in order to make it more student-oriented;
- The Intellectual Development Sub-committee will focus on organizing experiential learning and hall education courses.

- The following persons had joined the two Sub-committees:
 - Student Project Sub-committee:
 - Dr. K. C. Cheung
 - Dr. Lee Pui Tak
 - Mr. Neith Hu
 - Miss Mimi Lee
 - Mr. Andy Yip
 - Miss Sophia Lau
 - Mr. Chan Sze Chit

 - Intellectual Development Sub-committee:
 - Mr. Neith Hu
 - Mr. Theo Chan
 - Mr. Samuel Shek
 - Prof. Ben Young
 - Mr. Alan Chan

7. The HED Project Open Forums

a. The Committee **NOTED** that:

- The preliminary details of the four open forums are as follows:
 - Forum 1, 9:30 p.m. on 8 April 2011 at Ho Tim Hall, Student Village I
 - Forum 2, 9:30 p.m. on 12 April 2011 at Assembly Hall, Sassoon Road
 - Forum 3, 9:30 p.m. on 13 April 2011 at Morrison Hall, Student Village II
 - Forum 4, 5:00 p.m. on 15 April 2011 at Sun Yat-sen Place / K. K. Leung Concourse in Main Campus. (K. K. Leung Concourse will be selected if Sun Yat-sen Place is not available)

b. The forums will last for about two hours, divided into four sections:

- General introduction of the HED Project
- Student projects
- Intellectual development projects
- General discussion

8. Any Other Business

- a. The Committee **AGREED** that the next meeting will be held at 10:00 p.m. at the same place on 5 April 2011.
- b. A high table dinner will be held in Lee Shau Kee Hall on 15 April 2011. Forum 3, therefore, is re-scheduled to 14 April 2011. The dates of the forums will be confirmed in next Committee meeting.

Confirmed by,

Dr. Robert Chung
Chairman

2 April 2011