

RESTRICTED



**THE CONVOCATION OF
CITY UNIVERSITY OF HONG KONG**

**REPORT FOR THE ANNUAL
GENERAL MEETING
ON 12 DECEMBER 2008**

**THE FIRST STANDING COMMITTEE OF THE
CONVOCATION
(JANUARY 2008 – DECEMBER 2009)**

BACKGROUND

The establishment of the Convocation has marked an important milestone in the alumni history of the City University of Hong Kong. It creates a formal, significant and elevated link between the University and its growing band of alumni. The Convocation is a statutory body established under the City University of Hong Kong Ordinance (Cap 1132). Its Chairman is a member of the Council (the supreme governing body of the University) and the Court (the supreme advisory body of the University). Together with the Emeritus Professors and Honorary Award Holders, each graduate on receipt of an academic award granted by the University (or the then City Polytechnic of Hong Kong) automatically becomes a member of the Convocation.

In November 2006, the University Council approved the establishment of the Convocation and its constitution and rules, and also appointed members of an organizing committee to serve on the Provisional Standing Committee of the Convocation, with its term of office running from 1st January to 31st December 2007. The Director of the Development and Alumni Relations Office (DAO) was appointed by the University President the Secretary of the Convocation.

The first Annual General Meeting (AGM) of Convocation was held successfully on the 7th November 2007 with attendance of over 100 alumni. An election was conducted in the AGM with encouraging responses from the alumni voters. By the closing time for nominations, 28 nominations were received. 2,159 members voted (115 in person and 2,044 by proxy) and 15 candidates were elected for the first Standing Committee for a two-year term from the 1st January 2008 to the 31st December 2009.

**THE FIRST STANDING COMMITTEE OF THE CONVOCATION
OF THE CITY UNIVERSITY OF HONG KONG**

Fifteen Members of the Standing Committee:-

Chairman	Mr Patrick LEE Chung-wah
Vice-Chairman (Internal Affairs)	Mrs Stella LEE LI Wai-king
Vice-Chairman (Communication)	Mr Will MA Wai-kit
Vice-Chairman (External Affairs)	Mr Joseph TSOI Wing-leung
Vice-Chairman (University Development)	Dr Bryan WONG Siu-fai
Immediate Past Chairman	Mr Andrew FAN Ka-fai
Committee Members:	Ms Agnes CHAN
	Mr Kelvin CHAN Ka-wang
	Mr Teddy CHIU Chi-kit
	Mr Brian CHUI Kwok-on
	Ms Rowena KONG (resigned on 19 May 2008)
	Ms Joy LEUNG Sik-yan
	Ms Billie LO Christine
	Ms Miyuki LO Mei-suet
	Mr Locto TANG
	Mr TONG Kar-wai

Convocation Secretariat:-

Convocation Secretary cum Director of Convocation Secretariat	Ms Kathy CHAN, Director of DAO
Assistant Director	Ms Pheony TSANG, Alumni Relations Officer of DAO
Administrative Assistant	Mr Wayne CHUNG, Clerical Officer of DAO

Vision & Mission and Core Values

Vision

- Make every Citian be proud of CityU
令城大人「以城大為榮」

Mission

- To unite CityU alumni in One to support CityU development ;
團結校友、支持母校發展;
- To create bonding in the growing alumni family;
凝聚與日俱增的校友;
- To promote the caring culture in the University community;
推動城大社群的關懷文化;
- To establish effective communication between the Convocation and the CityU management ; and
確立評議會與城大的有效溝通渠道; 及
- To develop good relations between CityU and the general public
促進大學與公眾的良好關係

Core Values

- Caring 關愛
- Transparency 透明而公開
- Representation 具代表性
- Social Responsibility 社會責任

ACCOMPLISHMENTS

We, the First Standing Committee of the Convocation, started our term of service on 1st January 2008 and the inauguration ceremony was held on 7th April 2008. We have always been being mindful of our objectives and vision to “Unite CityU Alumni in One” and “Make Every Citian be Proud of CityU”. We have organized various publicity and networking activities and promoted the Convocation to University community members and counterparts of the other local universities. The Chairman, on behalf of the Convocation, has participated in the meetings and activities of the University Council.

We have been adopting four core values, namely Caring (關愛), Transparency (透明而公開), Representation (具代表性) and Social Responsibility (社會責任) to steer our direction and initiatives. As a new establishment, we are doing ground work, building infrastructure and systems, and testing efficacy of our initiatives. Most importantly, we strive to further strengthen the network between the alumni and the University. We know that the time for harvest has yet to come, but we hope it will not take long.

Even though the Convocation is still young, in order to build a solid foundation for our future development, we have been striving to promote and implement a series of initiatives that unify members to support the development of the Convocation and the University. Our accomplishments in the year of 2008 are as follows:

Caring...

Fundraising for Student Support and Development

The Convocation initiated a fundraising scheme with the support of DAO and Student Development Services, and the funds raised will be allocated to scholarships, bursaries, and awards of students in the name of Convocation. This initiative aims to solicit support from members of the Convocation for University endeavours and initiatives in student development. In 2008 we awarded a scholarship to a well deserved mainland student in the name of “CityU Convocation Scholarship”.

Students' Mentorship

Standing Committee members have taken part in departmental mentorship programmes and some shared their career experience with students, such as that for applying disciplinary force positions.

Members' Benefit

We would like to solicit more benefits on campus to attract alumni to come home. At the moment, continuous liaison with concerned units of the University is in progress to arrange for library and Wifi access for Convocation members.

Transparency...

Publicity

We have introduced the Convocation through various alumni activities and our Standing Committee members have participated actively in departmental alumni activities and familiarized alumni participants with our work. Further, we have regular communication with departments and units of the University to keep in touch with them.

Convocation Newsletters

The first Convocation publication, comprising leaflet and newsletter, was sent to Convocation members in June 2008. A monthly e-Newsletter providing online updates of the Convocation also has commenced since May this year.

Convocation e-Platform

Convocation Wiki, since its formation, has continued to serve as an information hub where Convocation activities and alumni news can be shared. Papers and minutes for Standing Committee meetings are available online for members' reference. Emails are sent to members to keep them abreast of the issues discussed in the Council meeting attended by the Chairman. The platform also serves as an avenue for members to express their opinions and comments on issues about the University. Other popular e-channels like Facebook are also used. The Sub-committee on Communication meets regularly to formulate strategies for effective communication with members.

Representation...

By-Election for Standing Committee Member Vacancy

We will run a by-election to fill up a vacancy arising out of a resignation tendered by an ex-Standing Committee member. Details are to be announced soon.

Participation in University Council and Events

The Chairman of the Convocation Standing Committee, besides attending the Council meetings, also serves on the Community Relations Committee of the Council. Another representative from the Standing Committee is participating in the University Organizing Committee for the 25th Anniversary celebration and a Convocation working group for the occasion will be formed.

Involvement in Social Services Contributing to the Society

Contributing to Society

We showed our heartfelt supports to a series of meaningful events, e.g. “Project Rebuild for the Sichuan Earthquake : Rebuilding Schools and Lives” for the Sichuan sufferers coordinated by the Department of Applied Social Studies of the University, the Community Chest Flag Day, and Raleigh Challenge – Wilson Trail 2008, etc.

Protecting our Environment

As one of the drives under our highly valued social responsibility, we are working with other units of the University for computer-recycling to help save the environment and support the needy. With sincere thanks to the Department of Biology and Chemistry for their incessant support, our Standing Committee coordinated with the Hong Kong Caritas Computer Recycle Project (<http://www.ccw.org.hk>) and collected one lot of used computers and monitors in November 2008 for recycling.

Other works that have been done in 2008 for progressing towards achievement of our mission include:

Developing Collaborative Relationship

In order to strengthen communication with the University, we met the Council Chairman and the senior management of the University, including our new President who took up the presidency in May 2008. We also co-hosted a Sharing Night with

Alumni Leaders with DAO to strengthen connection with leaders of alumni associations. For experience exchange, we also met with members of Federation of PolyU Alumni Associations in September 2008.

Socializing and Networking Activities

We have conducted a series of Convocation happy gatherings and talks for members, with some co-hosted with DAO. Experts and professionals in various fields were invited to share their expertise with our members. The activities have been proven to serve as good networking and knowledge sharing occasions for members.

Annual General Meeting and Alumni Reunion Dinner

Right after the AGM on 12th December 2008, we had co-hosted an “Alumni Reunion Dinner” with DAO.

Revision on Constitution

We will review the Constitution and Rules of the Meeting for better execution of the Convocation functions, especially for the organization of AGM and election. It is targeted to complete the review before the next AGM.

Relocation of the Convocation Office

For ease of contact with Convocation members, Convocation Office located at To Yuen Building will soon be relocated to the main campus zone. Special thanks to the University for accommodating our request.

It was a productive year for this young Convocation and I am looking forward to another rewarding year ahead, particularly with the University’s 25th Anniversary coming. Last but not least, thanks should go to the University Council and the senior management for their valuable advice, our fellow Standing Committee members for their dedication, the Secretariat for their excellent back-up and Convocation members for their active participation and all others who have given us attention and support!

Presented by:

Patrick LEE

Chairman of Standing Committee

On behalf of

Standing Committee of the Convocation

December 2008