SCIV/M/10
23 July 2015

CITY UNIVERSITY OF HONG KONG

The Fourth Standing Committee of Convocation (2014-2015)

Minutes of the 10th Meeting Held on 23 July 2015

Present:	Chairman	Mr Clovis LAU
	Vice-Chairmen	Mr Cedric CHENG *(via tele-conferencing)* Mr Robert LUI
	Members	Miss Karmen CHAN *(Immediate Past Chairman)* Miss Vera KONG Mr Bruce LEE Miss Flora LEUNG *(via tele-conferencing)* Mr Billy LI Miss Ywing YEUNG
	Convocation Secretary	Mr Xavier WONG
Absent with Apologies:	Vice-Chairmen	Mr William KHOO Mr Joseph TSOI
	Members	Mr Gabriel HO Mr Aaron HUI Mr James KONG Ms Connie POON Mr Douglas WONG
In Attendance:	Alumni Relations Officer, ARO	Ms Pennie LAI

		Action Parties	Action Status
	CONFIRMATION OF LAST MINUTES		
M1	The Secretariat **RECAPPED** the action items as recorded in the minutes to facilitate follow-up/report by respective parties.	Secretariat	Completed
M2	Minutes of the 9th SC meeting was **CONFIRMED**.	All	Take note

CHAIRMAN'S REPORT

1. Updates on University engagements

1.1 Dialogue in Town: Mr Lam Wai Chun (16 Apr)

M3 Mr Joseph TSOI **REPRESENTED** the Convocation to attend the Dialogue in Town hosted by the Alumni Relations Office (ARO) with the Convocation as Event Partner. Guest speaker Mr Lam Wai Chun, founder of "759 Store", shared the wisdom that leads his enterprise to a rapid expansion as well as his life philosophy. Mr Joseph TSOI treasured the opportunity to network with alumni on this occasion.

1.2 The 7th Anniversary reception of Andrew Fan Student Award Scheme (29 Apr)

M4 The Chairman, joined by Convocation Vice-Chairmen Mr Cedric CHENG and Mr William KHOO, and SC members Ms Connie POON and Miss Ywing YEUNG, warmly congratulated recipients of the Andrew Fan Student Award Scheme at its 7th Anniversary reception. The gathering was organised by the University's Development Office in recognition of the generous donation of alumnus Mr Andrew Fan for setting up a number of different scholarship awards since the academic year of 2007/2008.

1.3 2015 Selection Panel for the JUMP Scholarships of Alumni Civility Hall (29 Apr)

M5 Chairman Mr Clovis Lau was invited to serve on the 2015 selection panel for the Alumni Civility Hall JUMP Scholarships chaired by Alumni Civility Hall Residence Master Dr Ma Ka-fai. The scholarships were designed to recognise students who have achieved excellent academic performance and demonstrated outstanding contribution to the Alumni Civility Hall. The Scholarships were awarded to 5 students out of a total of 6 shortlisted candidates in 2015.

1.4 **1st Organising Committee meeting for 2015 Congregation (19 May)**

M6 On behalf of Mr Robert LUI who represented the Convocation to serve on the 2015 Congregation Organising Committee, the Secretariat **NOTED** SC that a booth would be continued to set up for promoting Convocation to fresh graduates at U-Circle during the Congregation period of 10 – 20 November 2015.

1.5 **Alumni Reunion @ Shanghai (17 July)**

M7 The Chairman **REPRESENTED** the Convocation to attend the alumni gathering in Shanghai organised by the Alumni Relations Office with Convocation and CityU Shanghai Alumni Chapter as Event Partners.

M8 He was pleased to serve as Facilitator at an interactive forum featuring guest speaker Mr Vincent Lo Hong-sui, Founder of Shanghai Xintiandi and Chairman of Shui On Group, who shared with alumni his experience in leading a flourishing business in Shanghai.

M9 **SHARED** that participants witnessed the inauguration of the "CityU Shanghai Alumni Chapter", a platform formed by enthusiastic alumni in Shanghai that aims to help strengthen alumni networks.

1.6 **Alumni activity by CityU Beijing Alumni Association (18 July)**

M10 The Chairman also **ATTENDED** another alumni gathering in Beijing organised by the CityU Beijing Alumni Association under the lead of its convener Mr Wilson Chung.

MATTERS ARISING FROM LAST MEETING

2. **Homepage revamp and mobile-app development**
(SCIV/M9:M24-M39)

M11	The Secretariat **REPORTED** that the two e-communications projects with the aim to further strengthen links with members – Homepage revamp and "WeChat" group were duly completed by June 2015. Payments to vendors have been fully settled.	All	Take note
M12	The "WeChat" group would be promoted to alumni.	Secretariat	In progress

M13	The Chairman **INVITED** the Publication and Communications Sub-committee to oversee these e-communications platforms and to facilitate coordination with the Secretariat.	Publication and Communications Sub-committee, Secretariat	On-going
3.	**<u>Convocation's 4th hiking activity (19 Apr)</u>** (SCIV/M9:M42)		
M14	The Secretariat **REPORTED** that some 30 participants, including alumni and their family members and friends, joined the hiking activity.	Flora LEUNG	Completed
M15	Miss Flora LEUNG, the project-in-charge of the programme, **SHARED** that she received positive responses from participants who expressed interest to join Convocation's future hiking activities.		
M16	The Chairman **PROPOSED** to invite enthusiastic alumni who regularly joined Convocation's hiking activities to coordinate the activities.	Flora LEUNG, Secretariat	Take note
4.	**<u>Convocation's voluntary service (14 Jun)</u>** (SCIV/M9:M43-M45)		
M17	The Secretariat **REPORTED** that some 20 participants, including alumni and their family members and friends, joined the Convocation's voluntary service at two elderly centres in Shek Kip Mei in the afternoon of 14 June. The activity received full house enrollments.	Gabriel HO	Completed
M18	Miss Ywing YEUNG **SHARED** the suggestion of Mr Gabriel HO that a debriefing session for alumni's sharing would be arranged shortly after the event.		
M19	The Secretariat **ACKNOWDGED** the Chairman for his generous support in sponsoring gifts for the elderly.		
M20	**THANKED** SC members including Mr Gabriel HO for taking the lead in the project, and Miss Vera KONG, Miss Flora LEUNG and Miss Ywing YEUNG for providing on-site support.		
5.	**<u>Career Navigator (4 Jul)</u>** (SCIV/M9:M40-M41)		
M21	The Secretariat **REPORTED** that some 50 participants joined the "Career Navigator" featuring guest speaker Mr Simon Ma and facilitated by the Chairman.	The Chairman	Completed

M22	SC members **SHARED** that the speaker, an artistic talent renowned in art, design and music, was warmly received by the participants.		
6.	**Endorsement and circulation items**		
M23	The Secretariat **CIRCULATED** the record listing the endorsement and circulation items to SC.	Secretariat	Completed
7.	**Monthly administrative report and the financial reports**		
	Monthly administrative report		
M24	The Secretariat **CIRCULATED** a record listing incoming messages received via Convocation's email and Facebook accounts to SC (from January to March 2015).	Secretariat	Completed
	Financial reports		
M25	The Secretariat **CIRCULATED** three financial reports: (1) Convocation Fund Appeal Figures (2) Monthly expenditure and (3) Balance of Convocation Account.	All	Take note
	ITEMS FOR DISCUSSION/DECISION		
8.	**Convocation's Accounting and Finance Guidelines** (SCIV/M8:M37-M44)		
M26-M33	(Confidential information)		
9.	**Procedures of Convocation in consulting its members about the selection of the University president before and /or during the selection** (SCIV/M9:M46-M51)		
M34-M35	(Confidential information)		
	ANY OTHER BUSINESS		
10.	**A Dialogue with the President**		
M36-M37	(Confidential information)		

11. <u>Voluntary service by alumni</u>

M38 (Confidential information)

DATE OF NEXT MEETING

M39 7:30pm – 10:30pm, 22 or 23 September 2015 (TBC)

~ END ~

Prepared by the Secretariat