

LINGNAN UNIVERSITY

A Summary of Discussions and the Decisions of the Council Meeting Held on 26 April 2010

1. Quality Assurance Council Audit

The Council NOTED that there are a number of Commendations, Affirmations and Recommendations in the Audit Report, which would be published around June 2010.

2. Appointment to the Board of Governors of the Community College (BoG) at Lingnan University

The meeting APPROVED the appointment of Ms YUE Yuen-man (associate degree student representative) as a member of the BoG for a term of one year with immediate effect.

3. Finance Committee Matters

(a) The meeting NOTED the University's draft revised income and expenditure forecast for 2009/10 for UGC-funded activities.

(b) The meeting APPROVED the University's draft income and expenditure budget for 2010/11 for UGC-funded activities.

4. Institutional Advancement Committee Matters

(a) The meeting APPROVED the revised terms of reference of the Institutional Advancement Committee.

(b) The meeting NOTED that the Lingnan University Week would be organized for the first time from 24 to 30 October 2010.

(c) In relation to image building, it was deemed appropriate to devise short and medium term corporate strategy, and good work placement is important too. The University would further deliberate on the matter.

5. Staffing Committee Matters

(a) The meeting APPROVED the proposed Staff Grievance Procedures (Procedures) for adoption and it was also NOTED that the proposed Procedures would be reviewed in two years' time after the implementation.

(b) As regards the UGC's recommendation on involving reputable and independent external members (who are not Council members) at the final level of appeals, it was thought that there might be negative impact of questioning the impartiality of lay Council members who might as well deal with matters other than staff grievances and appeals.

- (c) In relation to the appeal mechanism set out in the Procedures, the meeting also AGREED that the terms of reference of the Appeals Committee should be expanded to handle such appeals against the decisions made as specified in the Procedures, noting that the Appeals Committee had already incorporated the option to co-opt up to two members as necessary.

The revised addition to the terms of reference of the Appeals Committee is as follows:

To consider and make decisions on appeals from any staff member who has right of appeal as stipulated in the Sixth Stage of the Staff Grievance Procedures.

- (d) The meeting APPROVED the revised arrangements on the accumulation of annual leave for newly appointed non-academic staff members for immediate implementation.
- (e) The meeting APPROVED the refined policy and revised rates of responsibility and acting allowances for implementation from 1 May 2010.

6. Ethics and Discipline Committee Matters

The meeting APPROVED to revise paragraph 5.1 of the Authorities and Guidelines for the Administration of Disciplinary Actions in respect of the timing of appeal to the decision of the Ethics and Discipline Committee.

7. Honorary Awards Committee Matters

The meeting APPROVED the conferment of honorary degree to three eminent candidates as recommended by the Honorary Awards Committee.

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