

D5. Departmental Advisory Committees
學系顧問委員會

Terms of Reference

1. To be an interface between the department concerned and relevant areas of industry, commerce, education, Government, the professions and the community generally.
2. In relation to the needs of Hong Kong, to advise the University on the scope and nature of its academic programmes, research and other activities, in respect of the department concerned.
3. To comment on the business plan of the department concerned.

Membership

Chairman : A person external to the University, with experience and expertise in one or more of the areas of work of the Department, appointed by the President with delegated authority from Council

Vice Chairman ¹ : A person external to the University, with experience and expertise in one or more areas of work of the Department, appointed by the President

Members ² : 2 to 4 academic staff of the Department, appointed by the Head of Department concerned

6 to 12 persons external to the University with expertise and experience in one or more of the areas of work of the Department, appointed by the Faculty Dean/School Board Chairman overseeing the department, on the recommendation of the Head of Department concerned

The Head of Department concerned

The Faculty Dean/School Board Chairman overseeing the Department concerned

Secretary : A member of staff appointed by the Head of Department concerned

Note 1

The position of Vice Chairman may be included in the DAC composition if deemed appropriate by the President.

Note 2

- (i) Membership shall include at least one alumnus from the respective profession.
- (ii) Departments may co-opt one student representative at either undergraduate or postgraduate level, or one each from both undergraduate and postgraduate levels to discuss issues at the DAC meetings as and when deemed appropriate.

Terms of Office and Period of Appointment

The Chairman, Vice Chairman, if applicable, and all members are appointed on two-year terms, and may be re-appointed for not more than two terms, i.e. the maximum term of office shall not exceed six consecutive years.

Frequency of Meetings

Advisory Committees shall meet as frequently as necessary, preferably twice or more per year.

18 December 2009