

D8.2 School Advisory Committee **學院顧問委員會**

Terms of Reference

The role of the School Advisory Committee is to provide a forum for the non-local/local academics, the industries, the professions and the community to advise the School and contribute to its planning and development. The Committee will:

1. Give advice to the Dean and the School Board on the School Plan and future developments.
2. Identify opportunities in research and education.
3. Advise the Dean on ways in which the community can contribute to the further development of the School.
4. Receive summary reports on School Industry Advisory Committee meetings, and others, as appropriate, on the work of the School, using suitable statistical data and benchmarks.

Membership¹

Chairman	:	A lay member*, appointed by the President on the recommendation of the Dean
Convenor	:	The Dean
Honorary ² Members	:	A lay member(s), appointed by the President on the recommendation of the Dean
Members	:	Up to 6 lay members*, appointed by the Dean to represent non-local/local peer institutions, the industries, the professions and the community
Secretary	:	The School Board Secretary or his/her nominee

* A person external to the University

Note 1

To provide a broad view and develop international benchmarking, the membership of SAC should include academic members from non-local/local peer institutions and members from the industries or the professions. There should be a balance between the two categories of members, say, half and half. Depending on the nature of the discipline, the proportion of academic members would be up to individual Schools to decide, but there should be a strong academic representation.

Note 2

The position of Honorary Member may be included in the membership of SAC if deemed appropriate by the President. Only a very limited number of persons will be appointed as Honorary Members. They will not be required to assume any functional role in the Committee.

Terms of Office and Period of Appointment

The Chairman, Honorary Members, if applicable, and all members are appointed on three-year terms, and may be re-appointed for another term, i.e. the maximum term of office shall not exceed six consecutive years in total.

Frequency of Meetings

School Advisory Committees shall meet as frequently as necessary, preferably once every two to three years.

11 January 2012