

B4.2 Board of College of Undergraduate Studies

本科生學院

Terms of Reference

1. Generally, to promote the work of the College.
2. To consider, in connection with the triennial Planning Exercise, proposals in respect of the programme plan for each triennium^{*} and to prepare, co-ordinate and submit the College proposal to the Academic Planning and Regulations Committee. [^{*}A triennium also covers the roll-over years if any.]
3. To consider any proposals that may be put forward by the College for amendment of its approved academic programmes in between triennial submissions.
4. To receive and consider initial programme proposals and submit the same, if approved, to the Academic Planning and Regulations Committee.
5. To be responsible for the quality of academic programmes leading to PolyU awards offered by the College and to implement institutional quality assurance policies and procedures as approved by Senate.
6. To receive and consider validation reports, and to submit College recommendations to Senate.
7. To receive and consider the Annual Programme Review documentation and to periodically review and advise on quality assurance matters of the College.
8. To submit the Board's report on Departmental Review exercises of the College to the Academic Quality Assurance Committee.
9. To provide a forum to stimulate academic and research development and initiatives, particularly those involving innovation and inter-departmental collaboration.
10. To approve, on behalf of Senate, entrance requirements for individual programme(s) of the College, in accordance with the University entrance requirements approved by Senate.
11. In accordance with the general University admission regulations, to be responsible for overseeing admission matters.
12. To be responsible, on behalf of Senate, for the examination and assessment of students in the College.
13. To confirm examination and assessment results for all taught programmes offered by the College^{*}.
14. To examine and approve academic awards for all taught programmes offered by the College^{*}.
15. To receive and review, on a regular basis, the minutes of the College Advisory Committee.
16. To receive and review reports submitted by Departmental Academic Advisor (DAA) and Overseas Academic Advisors (OAA), if any, and the responses to the DAA and OAA reports.

^{*} Where necessary, the Board Chairman can identify an item of business as "reserved business" and requires the student member to withdraw. Examination and assessment results will usually be regarded as "reserved business"

17. To submit an annual report to Senate covering the College Board's activities for the previous 12 months from 1st July to 30th June.

Composition

Chairman : Dean of the College

Prof. Daniel T.L. SHEK, AVP(UP)

Members : All Associate and Assistant Deans

Prof. CHEN Juan, Assoc. Dean(CUS), Assoc. Head & Prof.(APSS)
Prof. Alan LAU, Assoc. Dean(CUS) & Prof.(EEE)
Prof. Julie ZHU, Asst Dean(CUS) & Asst Prof.(APSS)

One academic staff from each Faculty and School, appointed by the respective Faculty/School Boards

FB : Prof. Anthony PANG, Assoc. Head & Assoc. Prof.(LMS)
FCE : Prof. Esther YUNG, Assoc. Head & Assoc. Prof.(BRE)
FCMS : Prof. Raymond SZE, Assoc. Dean(CMS) & Assoc. Prof.(AMA)
FENG : Prof. M.S. WONG, Assoc. Head & Prof.(BME)
FH : Prof. Yao YAO, Assoc. Dean(FH) & Assoc. Prof.(LST)
FHSS : Prof. Shamay NG, Assoc. Dean(HSS) & Prof.(RS)
FS : Dr Sandy GENG, Asst Dean(FS) & Lecturer(FSN)
SD : Prof. Sandy NG, Asst Prof.(SD)
SFT : Dr Kitty LAM, Lecturer(SFT)
SHTM : Prof. Daniel LEUNG, Assoc. Prof.(SHTM)

Programme leader of the Bachelor's Degree Scheme in Interdisciplinary Studies

Prof. Alan LAU, Assoc. Dean(CUS) & Prof.(EEE)

One undergraduate student, elected by and from undergraduate students of the College

Miss WANG Wenyi (1 Nov 2025 - 31 Oct 2026)

Up to two co-opted members appointed by the Chairman of the College Board

Nil

Secretary : College Secretary

Ms Linda CHAN

1 November 2025