

Committee on Student Affairs

Minutes of the 56th Meeting of the Committee on Student Affairs held on 5 Dec 2014 at 2:30pm at Room 7341 (Lifts 13-15).

Present : Prof Karl Tsim (Chairman), Prof Christopher Leung, Prof Lam-Lung Yeung, Prof Shing-yu Leung, Prof Henry Lam, Mr Hugo Chan, Mr Barry Chow, Mr David Lee, Mr Allen Po, Mrs Pandora Yuen (Member and Secretary)

Absent with apologies: Prof Agnes Ku, Prof Kar-Yan Tam, Prof Yaping Gong

In Attendance : Mr Van Law (HKUSTSU), Mrs Faith Ho (SAO), Mr Donny Siu (SAO), Ms Helen Wong (SAO), Ms Daisy Kwan (SAO), Ms Clara Mak (SAO)

Welcome

1. The Chairman welcomed new student members – Mr Hugo Chan, Mr Barry Chow, Mr David Lee, Mr Allen Po – and representative from HKUSTSU – Mr Van Law.

Confirmation of Minutes of Last Meeting and Matters Arising

2. Minutes of the 55th Meeting of the Committee on Student Affairs (CSA) was confirmed.
3. Matters arising related to sponsored groups and chanting during promotional period would be discussed under respective agenda items. Members' suggestions on Revised University Regulations for Academic Integrity was submitted to CUS and the revised regulations had been implemented.

Student Member Representative on the Panel on Sponsored Groups and Projects

4. Members were invited to appoint a new student member representative to serve on the Panel. Student members nominated Mr Hugo Chan to serve on the Panel and all other Members agreed.

Report on Sponsored Student Projects and Groups

5. Members received report on the progress of Sponsored Student Projects and Groups (CSA/56/1) from Ms Clara Mak. Chairman enquired on students' responses to the activities. Ms Mak shared that activities, such as Community Art Series, One-minute news, and Breast Cancer Awareness Campaign, were well received.
6. Prof Lam-Lung Yeung expressed his view that the Mainland Students and Scholars Society (MSSS) should be under department-based groups with Global Student Programs Office (GSPO) being its Sponsor Department. Mrs Pandora Yuen agreed with Prof Yeung and undertook to bring the view to GSPO via DST. On MSSS' hesitation to join SU, Mr Barry Chow, being also the Chairman of SU Council, shared his understanding on the background and called for respect from all parties.
7. There was deliberation on the status of the Hong Kong Air Cadet, a uniformed group under the aegis of the Home Affairs Bureau, which had not been able to join SU due to the Cadet's regulations. It was shared that given it was not student-led, it did not fit into the present structure of SU. Members suggested taking reference to other local tertiary institutions and collecting further information for reference to a decision. [Post Meeting Notes: Please refer to Appendix I for information gathered about Hong Kong Air Cadet.]

8. Members were satisfied with the report of the Sponsored Student Projects and Groups. Prof Christopher Leung proposed the motion to accept the report. Prof Henry Lam seconded, and all other Members agreed.

Report on REDbird Awards Program

9. Members received report on the progress of REDbird Awards Program (CSA/56/2) from Ms Helen Wong.
10. The Chairman enquired on the low ratio of gold award recipients. Ms Helen Wong explained that every year, only a few students opted for the gold award, which calls for strong commitments from the students to contribute back to the REDbird community as coaches, demonstrate their coaching skills and articulate their contributions. Meanwhile, more students opted for the silver award as they could demonstrate leadership skills through organizing either a community-building or service-learning activity. Students could choose to exit the program at different points, according to their own learning experience and personal improvement plans. The Chairman and other Members were satisfied with the explanation.
11. Prof Christopher Leung checked on composition of the Panel for the awards and was satisfied to hear that they were faculty members from different Schools and senior administrative staff in student development program. Members also noted that assessment was based on a rubric that ties to the learning outcomes of the program and that Panel members examined student's development based on the presentation of their learning portfolio.
12. Mr David Lee, also a REDbird member, shared that the winter camps created a good sense of community building amongst students. The camping environment was harsh but engaging and was good enjoyment. The workshops were useful to students in particular those components about self-reflective cycles, time management skills and creative thinking mindset.
13. Ms Helen Wong also shared that the program was successfully sustained with the end of seed funding from the donor. The program was now institutionalized as a first year success program, being part of HLTH1010.
14. Mr Hugo Chan asked whether participation rate was satisfactory given first year students have busy schedules and whether there were plans to expand the program to more students. Ms Helen Wong shared that in 2014-15, 220 students signed up for the program, 160 showed up for the selection interview, 120 offers were made but only 100 accepted the offer. Program staff respected student's plans, priorities and readiness to commit to the program. When plentiful opportunities were available within the University, student's development in a structured program like REDbird depended on student's commitments to the program activities. As such, effort was made to align student's expectations to program commitment to facilitate student's decision. The team also worked closely with Schools to outreach to students, who choose to commit to this type of structured program.
15. Mr Barry Chow asked about the type of assistance or training provided to student coaches of the program, and was satisfied to hear that workshops on leadership development, coaching and advising sessions were provided by the lead-trainer. Opportunities to practice were provided through leading projects for Year 1 students, with feedbacks from lead-trainer to facilitate higher level reflections.
16. Members were satisfied with the progress of the REDbird Award Program. Mr Allen Po proposed a motion to accept the report. Mr Hugo Chan seconded and all other Members agreed.

Report on HKUST Connect

17. Members received report on the progress of HKUST Connect (CSA/56/3) from Ms Helen Wong. The Chairman enquired about the types of service projects and was told that the most popular ones were with pets, followed by caring for children (low income family, minority,

china village kids), elders, visually and hearing impaired, and conservation (including collaborations with HSEO Sustainability Unit).

18. Prof Christopher Leung enquired about the level of commitment in terms of hours. Ms Helen Wong explained that service opportunities of varying level of engagement were made available to students. They could choose one-off service opportunities that lasted several hours, or a series of services over a timespan, or committing some 60-80 hours per term in Connect ACE or as Organizing Committee members for service trips. The latter would require higher level of commitment.
19. Prof Leung further enquired if there would be academic credits to the service and was happy to hear that it was a conscious decision not to tie direct service hours to academic credits. NGOs' skepticism towards volunteers that serve for the credit rather than care for the needy was part of the reason. Worries that the quality of care would be jeopardized was another. Nonetheless, student's preparation towards the direct service could count towards course credit, where applicable. There has also been faculty interest in applying service-learning pedagogy to courses.
20. Mr Hugo Chan shared his experience in volunteering for the Bread Run and the Kiddy Canteen. He liked the latter more because of direct interaction with the needy and commented that the former required too much time collecting too little leftover bread from different bread outlets. Ms Helen Wong shared that these were both popular service opportunities amongst UST students. The former worked particularly well for non-Cantonese speaking students because there were no language barrier. It was also noted that Bread Run had been having difficulty recruiting volunteers and HKUST students had been their key source of helper so far.
21. Members were satisfied with the progress and report of HKUST Connect. Mr Hugo Chan proposed a motion to accept the report. Mr Allen Po seconded and all other members agreed.

Report on Student Enrichment Activities Fund

22. Members received report on the progress of the Student Enrichment Activities (SEA) Fund (CSA/56/4) from Mr Donny Siu. The Chairman noticed the significant amount of unspent money and advised to better guide students in budget planning for effective use of resources. An example of high-budget project would be overseas visit for conference, competitions, etc, where air ticket and accommodation could cost up to \$30,000 to \$40,000 per student.
23. The Chairman also followed up on the comment that "insufficient provision of notice areas for project organizers" (CSA/56/4 - page 3 - point 12) and enquired on any actions being taken. Mr Siu reported that SU was already in discussion with FMO for new provisions of notice boards for promotion of projects.
24. Mrs Pandora Yuen invited comments from members on consumption of alcohol in student-led events supported by the University. Sample activities supported under SEA Fund included wine tasting, campaign for responsible drinking, cocktail making etc. The concern was raised due to: (a) Health Department approached the University in promoting alcohol free campus due to its latest research finding, (b) International Agency for Research on Cancer (IARC) recently classified alcohol as a class 1 carcinogen and (c) Concerns of potential behavioral issues associated with student-led events with alcohol consumption. SEA Fund panel members tend to agree with restricting support to events with alcohol consumption.
25. Members shared their different views:
 - a. The level of support should be justified according to the education value of the project and their rightful use of alcohol.
 - b. The promotion of an alcohol-free campus would also involve other campus stakeholders and would eventually touch on the presence of a bar on campus.

- c. With the World Health Organization considering alcohol "a risk factor" for many cancer types, it was understandable that the Health Department requested the University to a step-wise approach to educate for an alcohol free campus in the long run.
 - d. It would be necessary to educate and equip students to see the true educational value behind events. The case competition by the Hong Kong Forum of Responsible Drinking (HKFRD), where key holders were alcohol companies, was quoted as possible repeat of the history of wide-spreading tobacco.
26. The Chairman concluded that CSA would not support the use of University funds on alcohol consumption unless for justified education purposes, e.g. demonstration of chemistry of alcohol.
27. Prof Christopher Leung proposed a motion to accept the report from the SEA Fund. Prof Yeung Lam Lung seconded and all other members agreed.

(SAO colleagues were excused from the meeting at 4:10 pm.)

Proposal on Promotion Activities and Chanting for Election Campaign ("Pro-P") 2015

28. Mrs Pandora Yuen provided an overview of last year's campaign. She thanked SU for leading the coordination of the campaign. Despite some complaints and the divided views within the campus community, Pro-P was recognized as a learning experience for those participating in student societies. With SU patrol team's monitoring and regulation, outcome of the campaign was acceptable and manageable. The only concern would be some safety issues, such as students standing on tables/ climbing up ladders. It was anticipated that the situation would remain manageable in coming years using the same model. The Chairman thanked SU for their efforts in organizing and monitoring the Pro-P activities.
29. Mr David Lee, as Internal Vice President of SU, presented the following elements of the draft proposal on the Election Campaign 2015, many of which were in ongoing discussions with student organizations, FMO, HSEO and SAO:
- a. Tentative promotion period would be from 3 Feb to 18 Feb (ending at noon, due to Chinese New Year) followed by a 3-day polling period.
 - b. In terms of set up, discussion was ongoing with HSEO for ways to avoid strong wind from deforming counters, which happened last year and caused some chaos. There would be 60 counters located closer to the Piazza side of the Atrium for a larger chanting area and roomier passage way in response to FMO's comment last year. Noise proof barrier was also being considered to minimize sound nuisance to classroom and offices, pending FMO's technical advice and support.
 - c. SU would have a larger monitoring team of about 23 students, with 6 to 8 students on monitoring at any time.
 - d. Catering against potential safety hazards, additional rules and regulations would be implemented against the use of cookers and heaters at the atrium to avoid electricity overloading. To avoid the stacking of tables/ climbing of ladders, SU was discussing with FMO on the possibility of providing a "stage" for students' use.
 - e. Repeated offenders would be referred to SU Court for judgement upon issuance of the 6th warning. Penalties would be more stringent including confiscation of deposits.
 - f. Meanwhile, the big decoration competition and recycling of decoration would be repeated in collaboration with the Sustainability Unit.
30. Prof Christopher Leung suggested to turn off the escalators between LG1 and G/F or have both escalators set to go down as the most common danger hazard that could happen would be passersby stopped at the top of the escalator and blocking subsequent users of the escalator. Mr Barry Chow shared that SU was confident that, with a larger chanting zone and a proper audience area, they could keep a 6 meter free way for passersby.
31. Prof Yeung Lam-Lung shared that regarding the penalty, with safety being of utmost concern, stopping a violation after the 6th warning might not be appropriate. Mr Barry Chow shared that the SU monitoring team would respond promptly to any urgent incidents that were dangerous or harmful to others. Meanwhile, student societies would be given the understanding that

consequences of violating the rules could extend to beyond the election period. Prof Yeung suggested SU to include explicit examples at the information sessions to ensure thorough understanding of the rules. Barry ensured this would be properly covered and duly delivered to incoming and outgoing student executive committees.

32. The Chairman requested that, should major changes be included, the final proposal to be circulated to all Members before campaign via email.

33. Prof Yeung Lam-Lung moved to pass this item and Prof Henry Lam seconded.

Any Other Business

34. Mrs Pandora Yuen suggested a pre-opening visit to the Hub and SAO's new working space on 1/F for Members. The Chairman and members welcomed this idea and suggested including members of SU. [Post Meeting Notes: The visit was successfully held on 6 Jan 2015.]

There being no other business, the meeting adjourned at 4:40pm.

Hong Kong Air Cadet in Hong Kong Tertiary Institutions

The Hong Kong Air Cadet operates within five Hong Kong Tertiary Institutions, including HKUST.

The following table summarizes information collected from other Hong Kong Tertiary Institutions where the Cadet operate:

Institution	Operation of the Hong Kong Air Cadet
The University of Hong Kong	<ul style="list-style-type: none"> Operates as Air Cadet Corps Association under the Students' Union of HKUSPACE Po Leung Kuk Community College (Annex A) Registered society in AY 2009/10 (not sure if it is still registered this year)
The Chinese University of Hong Kong	<ul style="list-style-type: none"> Operates as Air Cadet Club under Special Interest Societies of Chung Chi College Students' Union (Annex B) No further information can be found
Lingnan University	<ul style="list-style-type: none"> Operates as Air Cadet under the support of Student Service Center (Annex C) Venue bookings are endorsed by SSC
The Open University of Hong Kong	<ul style="list-style-type: none"> Operates as Student Air Cadet Society for full-time students only. (Annex D)

There were no information found from the Hong Kong Baptist University, City University of Hong Kong and The Hong Kong Polytechnic University except for fee-charge programs.