

## THE HANG SENG UNIVERSITY OF HONG KONG

## Senior Management Committee

**Membership Composition, Membership List, Terms of Reference and  
Meeting Codes of the Senior Management Committee  
for the Academic Year 2018/19**

**I. Membership Composition**

<b>(A) Ex-officio Members</b>	
<b>Chairperson</b> President	Professor Simon HO
<b>Members</b> (1) Provost	Professor Gilbert FONG
(2) Vice-Presidents	Professor Y. V. HUI Vice-President (Academic and Research)  Dr Tom FONG Vice-President (Organisational Development)
(3) Associate Vice-President	Professor Scarlet TSO^ Associate Vice-President (Communication and Public Affairs)
(4) Deans of Schools	Professor Bradley R. BARNES Dean, School of Business  Professor Scarlet TSO^ Dean, School of Communication  Professor Lawrence LEUNG Dean, School of Decision Sciences  Professor Kwok Kan TAM Dean, School of Humanities and Social Science  Dr Shelby CHAN Acting Dean, School of Translation
(5) Director of Finance	Mr Patrick LAM
(6) Head of Human Resources Office	Ms Mary YEUNG
(7) Registrar	Dr Brossa WONG
(8) University Librarian	Ms Sarena LAW

(9) Director of Student Affairs	Ms Rebecca CHAN
<b><i>(B) Appointed Members (effective from 16 August 2018 for 2 years)</i></b>	
Up to 5 Administrative or Academic Heads appointed by the President	Ms Elisa CHAN Director, Advancement and Alumni Affairs Office  Dr Hackman LEE Head of Campus Development and Management Office  Professor P. C. WONG Director of Information Technology
<b><i>(C) In Attendance</i></b>	
Assistant to President	Ms Ellen CHENG
Assistant to Provost	Ms Lancy HO
Assistant to Vice-President (Organisational Development)	Ms Mandy CHUNG
<b><i>(D) Secretary</i></b>	
Head of Secretariat	Ms Tammy CHAN

*^Serving in more than one capacity*

## **II. Terms of Reference**

The Senior Management Committee (SMC) advises the President on matters relating to the strategic planning and development as well as management of the University. When deem appropriate and necessary by the President, the Committee will act collectively on such matters,

- a) To act collectively in ensuring the effective leadership and management of the University;
- b) To develop/implement strategic and operation plans and associated financial plans for the University;
- c) To develop/implement University policies and associated procedures in financial planning and control, resource allocation and staffing matters;
- d) To consider and endorse financial proposals including adjustment to remuneration package and tuition fee level of all undergraduate programmes, and to make appropriate recommendations to the Finance Committee and/ or Council;
- e) To consider and approve Residential College fees and related charges, tuition fee level of all taught postgraduate programmes which are within the Council's approved minimum benchmark fee level, and other fees deemed appropriate as advised by the President;
- f) To consider and advise on all aspects of campus facilities relating to development, maintenance, renovation, and utilisation from a policy perspective;

- g) To receive annual reports from its Standing Committees, Administrative Units and Academic Support Offices as requested by the President; and
- h) To provide advice on any matters as referred by the President and undertake any other tasks as requested by the President.

*Secretary to SMC*  
*March 2019*