Background

1. On 1 September 2015, an Extraordinary General Meeting (“EGM”) of the University of Hong Kong Convocation (“Convocation”) was held pursuant to paragraph 3 of the Rules of Convocation. The EGM was convened at three requests in writing, each from not less than 20 Members and were received by the Chairman of Convocation on 21 July 2015 and 5 August 2015 respectively.

2. The Notice of EGM is at Appendix A. The voting results are at Appendix B.

3. One of the motions passed at the EGM is that:
   “The Convocation shall set up a working party for the implementation of resolutions (b) and (c) above.” (“Motion 2D”)

4. The resolutions (b) and (c) referred to in Motion 2D were also passed at the EGM and they are in the following terms:

   (1) “This convocation is of the view that The University of Hong Kong Ordinance and all consequential provisions including the University rules and regulations should be amended such that the Chief Executive shall not be the Chancellor and chief officer of the University.” (“Motion 2B”)

   (2) “This convocation is of the view that in the alternative to (b), the University of Hong Kong Ordinance and all consequential provisions including the University rules and regulations should be amended such that the role of the Chief Executive as the Chancellor of the University shall only be ceremonial.” (“Motion 2C”)

1
Setting up of the Working Party

5. Following the passing of Motion 2D at the EGM, a working party ("Working Party") was set up under the Convocation Standing Committee at its Standing Committee Meeting held on 19 November 2015.

6. The Working Party was convened by the Chairman of Convocation, Mr John Wan, and comprises the following members from the Convocation Standing Committee: Dr Patrick Poon, Mr Ian Chu, Mr Terence Cheung, Ms Elaine Liu, Mr Andrew Kuet and Mr KM Tai. A representative from the Secretariat was invited to be the resource person for the Working Party.

7. The terms of reference of the Working Party are:

   (1) to review and consider available materials relating to the appointment of the Chancellor and chief officer of the University as well as the role of the Chancellor of the University;
   (2) within the ambit and powers of the Convocation, to consider viable options to implement the two resolutions (Motions 2B and 2C) passed at the EGM;
   (3) to report the final views of the working party to the University and any other bodies as the working party thinks appropriate.

8. The Working Party reviewed and deliberated on the following issues and held two formal meetings on 28 December 2015 and 30 January 2016 to discuss:

   (1) the current appointment of the Chancellor and chief officer of the University;
   (2) the current role of the Chancellor of the University;
   (3) the current appointment and role of the Chancellor of the other local tertiary institutions;
   (4) the procedure to amend the Ordinance, Statutes and Constitutions which set out the appointment and role of the Chancellor; and
   (5) the power of Convocation on implementing the amendment.
9. The appointment, powers, duties and emoluments of the officers of the University, including the Chancellor are governed by section 12 of the University of Hong Kong Ordinance (Cap. 1053) Laws of Hong Kong (the “Ordinance”).

10. Under Section 13 of the Ordinance, the University shall, subject to the provision of the Ordinance, be governed in accordance with the provisions of the statutes (the “Statutes”). The Statutes are in the Schedule to the Ordinance, in which certain other powers and duties of the Chancellor are provided.

11. Section 12(2) of the Ordinance provides that “The Chancellor shall be the chief officer of the University.”

12. Pursuant to section 12(3) of the Ordinance, the Chief Executive shall be the Chancellor. In the absence of the Chief Executive, the person for the time being assuming the duties of the Chief Executive according to the provision of Article 53 of the Basic Law shall be the Acting Chancellor, and as such shall have all the powers and duties of the Chancellor.

13. The provisions in the Ordinance and the Statutes that relate to the powers and duties of the Chancellor are reproduced in Appendix C. Such powers and duties can be summarised as follows:

   (1) appoint a person to be the Pro-Chancellor, and in the absence of the Pro-Chancellor, appoint a person to act as Pro-Chancellor (section 12(4) of the Ordinance);
   (2) decide on any appeal from any decision of the Council to terminate the appointment of any officer or teacher (section 12(11) of the Ordinance);
   (3) add, amend or repeal any of the Statutes upon the recommendation of the Court (section 13(2) and (3) of the Ordinance)
   (4) determine the time, place and procedure of the Congregation of the whole University (Statute II, Clause 1)
(5) preside at the Congregation (Statute II, Clause 2)
(6) confer degrees at the Congregation of the whole University in accordance with the requirements set out at Statute III, Clauses 3, 4 & 7;
(7) confer honorary degree at the recommendation of the Honorary Degrees Committees (Statutes III, Clause 4)
(8) is a member of the University (Statute IV, Clause 1(a))
(9) is the president of the Court (Statute XVI, Clause 2)
(10) appoint some members to the Court (Statute XV, Clause 1(e))
(11) preside and convene meeting of the Court (Statute XVI, Clauses 2 & 3)
(12) appoint some members and the Chairman of the Council (Statute XVIII, Clause 1(a))
(13) is a member of the Convocation and shall preside at the meetings of the Convocation (Statute XXVIII, Clause 1(a) & 4)
(14) fill vacancies in the Disciplinary Committee from members of the University as defined in Statute IV, if the Registrar does not receive sufficient acceptances of appointment and subject to the power of the Senate (Statute XXX, Clause 2(3))

14. The Working Party has reviewed the role of the Chief Executive in other local universities and has set out the relevant provisions in Appendix D.

15. The implementation of Motion 2B and 2C necessitate the amendment of the relevant provisions in the Ordinance by the Legislative Council. The Ordinance was presented as a private bill and was passed on that basis. Any amendment to it may be made by a private bill proposed by a member of the Legislative Council.

16. The Legislative Council’s rules and procedures on bills are at Part K of the Legislative Council Rules of Procedures, which is set out at Appendix E. The Private Bills Ordinance (Cap. 69) Laws of Hong Kong is at Appendix F.

17. Section 13(2) of the Ordinance provides for the amendments to the Statute, under which proposal of the amendment may be made by the Council to the Court, and on the recommendation of the Court to the Chancellor, the Chancellor may make such amendments.
18. Subject to the amendments to the Ordinance and the Statutes, the relevant rules and regulations of the University may then be correspondingly amended in accordance with the applicable provisions of these rules and regulations.

19. Insofar as the constitutions and rules of the Convocation are concerned, amendments may be made by resolution passed at general meeting of the Convocation. (Paragraph 64 of the Rules of Convocation)

20. It is of note that Paragraphs 62 and 63 of the Rules of Convocation (under the heading of Alterations in Statutes and Regulations of the University) provide for situation where there was a draft of new Statute or Regulation made by the Court and communicated to Convocation. There are no provisions in the Constitution and Rules of Convocation governing amendments to the Statute and Regulation of the University on its own motion.

21. Paragraphs 62 and 63 of the Rules of Convocation read as follows:

“62. The opinion of Convocation on the draft of any new Statute or Regulation which may be communicated to it by the Court shall be submitted to the Court through the Chairman of Convocation, who shall for this purpose transmit to the Vice-Chancellor a report of the meeting of Convocation at which the opinion was expressed signed by him and counter-signed by the Clerk.

63. Whenever Convocation shall desire to petition the Chancellor to withhold his approval of the whole or any part of any new Statute or Regulation made by the Court, a resolution shall be passed authorising the Chairman and Deputy Chairman of Convocation (or one of them if the other is unable to act) to sign, and the Clerk to countersign, the Petition for and on behalf of the Convocation.”

22. The powers of Convocation are set out in Statute XXVIII Clause 10 and was incorporated in Paragraph 3 of the Constitution of Convocation. The relevant provisions are reproduced at
Appendix G. The Convocation has no power to require the Council, the Court or any bodies to make or propose any amendments to the Ordinance and/or Statute.

23. The Working Party prepared this report for submission to the relevant bodies of the University.

John Wan  
Convenor  
Working Party for Motion 2D  
March 2016
An Extraordinary General Meeting ("EGM") of Convocation will be held on Tuesday, 1 September 2015 at 7:00 pm in Hall 3G, Hong Kong Convention and Exhibition Centre, Wanchai (Entry at Harbour Road).

Members of Convocation are cordially invited to attend the meeting.

This EGM is convened, pursuant to paragraph 3 of the Rules of Convocation, at three written requests, each from not less than 20 Members and were received by the Chairman of Convocation on 21 July 2015 and 5 August 2015 respectively.

Order of Business

1. To confirm the Minutes of the last Ordinary General Meeting held on 25 June 2015 (document: Appendix A)

2. To discuss the following as set out in the requisition from The Hon IP Kin Yuen (BA 1984) and 23 other members dated 18 July 2015 and received by Chairman of Convocation on 21 July 2015 (Full submission of the requisition is set out in Appendix B):

"To consider and if it thinks fit, to pass the following resolutions:

(a) This convocation is of the view that The University Council should, in accordance with established procedures and precedents, confirm the recommendation made by the Search Committee for the appointment of Pro-Vice-Chancellor (Academic Staffing and Resources) within 30 days from today and failing that, should provide written reasons and justification for their delay and their decision to the Convocation and members of the public.

(b) This convocation is of the view that The University of Hong Kong Ordinance and all consequential provisions including the University rules and regulations should be amended such that the Chief Executive shall not be the Chancellor and chief officer of the University.

(c) This convocation is of the view that in the alternative to (b), the University of Hong Kong Ordinance and all consequential provisions including the University rules and regulations should be amended such that the role of the Chief Executive as the Chancellor of the University shall only be ceremonial.

(d) The Convocation shall set up a working party for the implementation of resolutions (b) and/or (c) above."

3. To discuss the following as set out in the requisition from 32 members dated and received by the Chairman of Convocation on 5 August 2015 (Full submission
of the requisition is set out in Appendix C):

“To consider and if it thinks fit, pass the following as a resolution: That the Convocation of the University of Hong Kong is of the like view and do support and endorse the Joint Statement dated 30 July 2015 issued by the Deans of all ten faculties of the University of Hong Kong, a copy of which is attached to this motion/resolution.” (please refer to Appendix C for the attachment)

4. To discuss the following as set out in the requisition from Miss CHANG Wan Ki, Gloria (BSocSc 2001) and 19 other members dated 4 August 2015 and received by Chairman of Convocation on 5 August 2015 (Full submission of the requisition is set out in Appendix D):

“To request the following motion be adopted:
That the post of Chairman of the Council of University of Hong Kong must be filled by a candidate who is acceptable to the members of its teaching and non-academic staff as well as students."

Standing Committee of Convocation
7 August 2015

Standing Orders

Registration

Convocation members attending the EGM are advised to register in advance. Online registration (http://www.convocation.hku.hk) is open now and will close at 6:00 pm, Friday, 28 August 2015.

Members who have not registered in advance should note that verification on site will take longer time and may cause delay in admission to the EGM.

Please read the Important Notes on Conduct of the Meeting.

Appointment of Proxy

In accordance with the Convocation Constitution and Rules, in matters where decisions by voting are required, votes may be given either in person or by proxy. Proxy forms can be obtained from the Convocation Secretariat, c/o Development & Alumni Affairs Office, The University of Hong Kong, Pokfulam, Hong Kong (Tel: 3917-1706) or downloaded from the Convocation website (http://www.convocation.hku.hk).

The instrument appointing a proxy must be in writing under the hand of the appointor and must be deposited with the Clerk of Convocation (c/o Development and Alumni Affairs Office) by 6:00 pm, Friday, 28 August 2015.

A proxy must be a member of Convocation. Please refer to the Notes on Proxy Form.
Convocation of The University of Hong Kong (HKU Convocation)
Extraordinary General Meeting

The results are as follows:

Motion 2A is passed:

“This convocation is of the view that The University Council should, in accordance with established procedures and precedents, confirm the recommendation made by the Search Committee for the appointment of Pro-Vice-Chancellor (Academic Staffing and Resources) within 30 days from today and failing that, should provide written reasons and justification for their delay and their decision to the Convocation and members of the public.

Voted FOR: 7,821
Voted AGAINST: 1,371
Voted ABSTAIN: 27
Votes VOIDED: 34
Present (proxy/proxies included) but not voted: 45

Motion 2B is passed:

“This convocation is of the view that The University of Hong Kong Ordinance and all consequential provisions including the University rules and regulations should be amended such that the Chief Executive shall not be the Chancellor and chief officer of the University.”

Voted FOR: 7,657
Voted AGAINST: 1,397
Voted ABSTAIN: 168
Votes VOIDED: 32
Present (proxy/proxies included) but not voted: 44
Motion 2C is passed:

“This convocation is of the view that in the alternative to (b), the University of Hong Kong Ordinance and all consequential provisions including the University rules and regulations should be amended such that the role of the Chief Executive as the Chancellor of the University shall only be ceremonial.”

Voted FOR: 7,756
Voted AGAINST: 1,350
Voted ABSTAIN: 98
Votes VOIDED: 28
Present (proxy/proxies included) but not voted: 66

Motion 2D is passed:

“The Convocation shall set up a working party for the implementation of resolutions (b) and/or (c) above.”

Voted FOR: 7,745
Voted AGAINST: 1,373
Voted ABSTAIN: 88
Votes VOIDED: 24
Present (proxy/proxies included) but not voted: 68

Motion 3 is defeated:

“That the Convocation of the University of Hong Kong is of the like view and do support and endorse the Joint Statement dated 30 July 2015 issued by the Deans of all ten faculties of the University of Hong Kong, a copy of which is attached to this motion/resolution.”

Voted FOR: 1,814
Voted AGAINST: 3,809
Voted ABSTAIN: 1,537
Votes VOIDED: 1,570
Present (proxy/proxies included) but not voted: 568
Motion 4 is passed:

“That the post of Chairman of the Council of University of Hong Kong must be filled by a candidate who is acceptable to the members of its teaching and non-academic staff as well as students.”

Voted FOR: 7,633
Voted AGAINST: 1,397
Voted ABSTAIN: 196
Votes VOIDED: 26
Present (proxy/proxies included) but not voted: 46

2 September 2015
Appendix C –
Report of Working Party for Motion 2D

Roles, Power and Duties of the Chancellor and Pro-Chancellor as prescribed in The
University of Hong Kong Ordinance and Statutes

The University of Hong Kong Ordinance

12. Officers and teachers, their appointment, powers, duties and emoluments.
   12.(1) The officers shall be the Chancellor, the Pro-Chancellor, the Vice-Chancellor, the Deputy Vice-Chancellor, the Pro-Vice-Chancellors, the Treasurer, the Deans of the Faculties, the Registrar, the Librarian, and such other persons as may be designed as officers by the statutes.
   12.(2) The Chancellor shall be the chief officer of the University.
   12.(3) The Chief Executive shall be the Chancellor. In the absence of the Chief Executive the person for the time being assuming the duties of the Chief Executive according to the provisions of Article 53 of the Basic Law shall be the Acting Chancellor, and as such shall have all the powers and duties of the Chancellor.
   12.(4) The Chancellor may appoint a person to be the Pro-Chancellor of the University. The Pro-Chancellor shall exercise such powers and perform such duties as may be prescribed by the statutes. In the absence of the Pro-Chancellor, the Chancellor may appoint a person to act as Pro-Chancellor. The person so appointed may exercise all or any of the powers, perform all or any of the duties, and have such of the privileges of the Pro-Chancellor as the Chancellor may determine.
   12.(11) An appeal shall lie to the Chancellor from any decision of the Council to terminate the appointment of any officers or teacher.

13. Statutes
   13.(2) The Council may propose to the Court additions to, or the amendment or repeal of, any of the statutes, whereupon on the recommendation by the Court to the Chancellor, the Chancellor may make any such addition, amendment, or repeal as recommended by the Court.
   13.(3) Every such addition, amendment and repeal made by the Chancellor in accordance with subsection (2), shall be published in the Gazette, and maybe published in the Gazette of the university or in such other manner as the Chancellor may direct.
Statutes of the University of Hong Kong

Statute II Congregations

1. The time, place and procedure of the congregations of the whole University shall be determined by the Chancellor.

2. The Chancellor, or in his absence the Pro-Chancellor or in the absence of both of them, the Vice-Chancellor, shall preside at congregations.

Statute III Degrees and other Academic Distinctions

3. Degrees shall be conferred by the Chancellor, or in his absence by the Pro-Chancellor, or in the absence of both of them by the Vice-Chancellor, at congregations of the whole University.

4. No person shall be allowed to proceed to any degree except an aegrotat degree without examination or other adequate test, but honorary degrees may be conferred as the Chancellor thinks fit on the recommendation of the Honorary Degrees Committee.

7. No person shall be deprived of any degree, diploma, certificate or other academic distinction except for good cause by the Chancellor on the joint recommendation of the Council and the Senate.

Statute IV Members of the University

1. The members of the University shall be —
   (a) the Chancellor and the Pro-Chancellor;
   (b) the Vice-Chancellor, the Deputy Vice-Chancellor, the Pro-Vice-Chancellors, and the Treasurer; (c) the Deans of the Faculties, the Registrar, and the Librarian;
   (ca) the Dean of Student Affairs;
   (d) the members of the Court;
   (e) the members of the Council;
   (f) the members of the Senate;
   (g) the members of the Boards of the Faculties;
   (ga) [Repealed]
   (h) the Honorary and Emeritus Professors;
   (i) the teachers;
   (j) the wardens of University and attached Halls and the masters of Colleges;
   (k) the graduates;
   (l) the undergraduate students; and
   (m) the postgraduate students.
In addition, such persons holding such offices or appointments at or made by the University as shall hereafter from time to time be determined by the Council, shall be members of the University.

Statute V The Pro-Chancellor
1. The Pro-Chancellor may, on the authorization of the Chancellor and on his behalf, exercise any of the powers or perform any of the duties conferred or imposed on the Chancellor by the statutes.

2. The Pro-Chancellor may resign by written notice addressed to the Chancellor.

Statute XV  The Court
1. The Court shall consist of ---
   (a)  the Chancellor, the Pro-Chancellor, the Vice-Chancellor, the Deputy Vice-Chancellor, the Pro-Vice-Chancellors and the Treasurer;
   (b)  life members;
   (c)  the following members *ex officio*:
       the members of the Council,
       the members of the Senate,
       the Registrar,
       the Chairman, Deputy Chairman and Clerk of Convocation;
   (d)  The following elected members:
       (i)  5 persons elected by the Members of the Legislative Council from among their own number,
       (ii) 12 members elected from among its number by the Standing Committee of Convocation, provided that no member of that committee who is a member of the Court by virtue of any other paragraph of this statute shall be eligible for election,
       (iii) 5 members elected by the Court,
       (iv)  3 members elected by the Grant Schools Council from among its number,
       (v)   3 members elected by the Hong Kong Subsidized Secondary Schools Council from among its number; and
   (e)  Not more than 20 members, not being already included in any of the foregoing classes, appointed by the Chancellor.

Statute XVI  Meetings of the Court
2. The Chancellor shall be the president of the Court. In the absence of the Chancellor, the Pro-Chancellor or in the absence of both of them, the Vice-Chancellor, shall preside at a meeting of the Court.

3. The Chancellor may convene a meeting of the Court at any time.

Statute XVII  Powers of the Court
Subject to the provisions of the Ordinance and the statutes, the Court shall have power ----
(a) to recommend to the Chancellor additions to, or the amendment or repeal of any of the statutes on the proposal of the Council;

(b) [Repealed]

(ba) to elect, in accordance with regulations, its members to be members of the Council and to, on the recommendation of the Council, give the approval referred to in paragraph 2 of Statute XVIII;

(c) to consider the annual accounts together with any comments that may have been made by the auditors;

(d) to consider any reports that may be made by the Council to the Court;

(e) to discuss any motion on general University policy that may be introduced by a member; and

(f) to appoint life members and to prescribe the procedure for making such appointments.

Statute XVIII  The Council
1. The Council shall consist of

   (a) 7 persons, not being students or employees of the University, appointed by the Chancellor, one of whom shall be appointed the Chairman by the Chancellor;

   (b) 6 persons, not being students or employees of the University, appointed by the Council;

   (c) 2 persons, not being students or employees of the University, elected by the Court under sub-subparagraph (ba) of Statute XVII;

   (d) the Vice-Chancellor;

   (e) the Treasurer;

   (f) 4 full-time teachers elected in accordance with regulations;

   (g) 1 full-time employee of the University, not being a teacher, elected in accordance with regulations;

   (h) 1 full-time undergraduate student elected in accordance with regulations; and

   (i) 1 full-time postgraduate student elected in accordance with regulations.

Statute XX  The Honorary Degrees Committee
1. The Honorary Degrees Committee shall consist of

   The Honorary Degrees Committee shall consist of —

   (a) the Pro-Chancellor, who shall be Chairman;

   (b) the Vice-Chancellor, who shall be Vice-Chairman;

   (c) a graduate, appointed by the Court, on whom an honorary degree has been conferred;

   (d) 2 members of the Council, appointed by the Council, who are members of the Council under paragraph 1(a), (b), (c) or (e) of Statute XVIII, and of whom at least 1 is a graduate;
(e) 3 Deans of Faculties, elected by the Senate; and
(f) a Director of The University of Hong Kong Foundation for Educational Development and Research Limited, appointed by resolution of the Board of that Foundation.

4. The Honorary Degrees Committee may recommend to the Chancellor the award of honorary degrees to persons who have made, in the opinion of the Honorary Degrees Committee, a contribution of distinction in ---
   (a) services to the University; or
   (b) services to the Hong Kong community; or
   (c) services to academia.

Statute XXVIII  Convocation
1. (1) Convocation shall consist of the following members ----
   (a) The Chancellor, the Vice-Chancellor, the Deputy Vice-Chancellor, the Pro-Vice-Chancellors, the Treasurer, the Deans of the Faculties, the Dean of Student Affairs and the Registrar;
   (b) the Chairs, Professors, Associate Professors, Assistant Professors, Readers, Senior Lecturers, Lecturers, Assistant Lecturers, Tutors and Demonstrators of the University;
   (c) graduates of the University registered in accordance with regulations made by the Council.
   (2) Persons on whom an honorary degree has been conferred shall not, solely by reason thereof be members of Convocation, but may be elected by Convocation to be members thereof.

4. The Chancellor, if present, shall preside at the meetings of Convocation.

Statute XXX  The Disciplinary Committee
2. (3) If the Registrar does not receive sufficient acceptances of appointment to enable him to appoint a full Committee and subject to the power of the Senate to fill vacancies as provided in paragraph 3(3), the Chancellor shall fill vacancies in the Committee from members of the University as defined in Statute IV.

Statute XXXI  Powers of the Disciplinary Committee
4. (1A) The Committee in addition to or as an alternative to imposing any of the penalties set out in subparagraph (1) may report to the Council and the Senate the offence of which the student has been found guilty where such offence falls within the provisions of paragraph 2(1)(g),(h) or (i) and has been committed in connection with a degree or other academic distinction conferred upon the student and the Council and the Senate may if they think fit, recommend to the Chancellor the deprivation of any degree, diploma, certificate or other academic distinction conferred upon such person.

(January 2016)
<table>
<thead>
<tr>
<th>HKU</th>
<th>CUHK</th>
<th>UST</th>
<th>PolyU</th>
<th>City U</th>
<th>BUHK</th>
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</thead>
</table>

**Officers of the University**

The officers shall be
the Chancellor,
the Pro-Chancellor,
the Vice-Chancellor,
the Deputy Vice-Chancellor,
the Pro-Vice-Chancellors,
the Treasurer,
the Librarian, and such other persons
as may be designated as officers by
the statutes.

The officers of the University shall
be the Chancellor,
the Pro-Chancellor,
the Vice-Chancellor,
the Pro-Vice-Chancellors,
the Treasurer,
the Heads of the original Colleges
and of Shaw College,
the Dean of each Faculty and of the
Graduate School,
the Secretary,
the Registrar, the Librarian,
the Rursar and such other persons
as may by special resolution be
designated as officers.

n/a

(a) the Chancellor of the University;
(b) the Chairman of the Council;
(c) the Deputy Chairman of the Council;
(d) the Treasurer of the University;
(e) the President of the University;
and
(f) the Deputy President of the University

n/a

n/a

n/a

**The Chancellor**

The Chancellor shall be the chief officer of the University.

The Chief Executive shall be the Chancellor. In the absence of the
Chief Executive the person for the
time being assuming the duties of the
Chief Executive according to the
provisions of Article 53 of the Basic
Law shall be the Acting Chancellor,
and as such shall have all the powers
and duties of the Chancellor.

The Chancellor shall be the head of the University and may confer
degrees in the name of the University. The Chief Executive shall be the Chancellor.

The Chancellor, when present, shall
preside at Congregations of the University.

The Chancellor shall be entitled-
(a) to call for information in regard to any matter relating to the welfare of the University from the Vice-
Chancellor and the Chairman of the Council, whose duty it shall be to
provide such information; and
(b) on the receipt of such information to recommend to the Council such action as he deems proper.

There shall be a Chancellor of the University who shall be the head of the University and who may confer
degrees and other academic awards in the name of the University.

The Chief Executive shall be the Chancellor. In the absence of the
Chief Executive, the person for the time being assuming the duties of the
Chief Executive according to the
provisions of Article 53 of the Basic
Law shall be the Acting Chancellor and shall have all the powers and
duties of the Chancellor.

The Chancellor may appoint a
person to be the Pro-Chancellor of the University. The Pro-Chancellor
may, on the authorization of the Chancellor and on his behalf,
exercise any of the powers and
perform any of the duties conferred
or imposed on the Chancellor.

The Chief Executive is the
Chancellor of the University and in
his absence, the person for the time being assuming the duties of the
Chief Executive according to the
provisions of Article 53 of the Basic
Law is the Acting Chancellor and
has the powers and the duties of the
Chancellor while acting.

The Chancellor may confer
degrees and academic awards including honorary degrees and honorary
awards in the name of the University.

(1) There is a Chancellor of the University who is the head of the University.
(2) The Chief Executive is the
Chancellor.
(3) The Chancellor may confer
degrees and other academic awards
in the name of the University
including honorary degrees and
honorary awards.
(4) The Chancellor may, on the
recommendation of the Council,
appoint a person to be the
Pro-Chancellor for a term to be
determined by the Chancellor.
(5) The Pro-Chancellor may with the
authority of the Chancellor exercise
the powers and perform the duties of the Chancellor.

(1) There is a Chancellor of the University who is the Chief
Executive.
(2) The Chancellor may confer
degrees and other academic awards
in the name of the University.

Appendix D – Working Party for Motion 2D
<table>
<thead>
<tr>
<th>HKU</th>
<th>CUHK</th>
<th>UST</th>
<th>PolyU</th>
<th>City U</th>
<th>B.U.H.K.</th>
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</thead>
<tbody>
<tr>
<td><strong>The Court</strong></td>
<td>The Court shall, subject to the provisions of this Ordinance and the statutes, be the supreme advisory body of the University.</td>
<td>n/a</td>
<td>There shall be a Court, which shall be the supreme advisory body of the University.</td>
<td>n/a</td>
<td>There is to be a Court of the University which is the supreme advisory body of the University.</td>
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<tr>
<td><strong>Chinese Name of the Court</strong></td>
<td>校董會</td>
<td>n/a</td>
<td>顧問委員會</td>
<td>n/a</td>
<td>顧問委員會</td>
</tr>
</tbody>
</table>
| **Membership of Court** | The Court shall consist of -
(a) the Chancellor, the Pro-Chancellor, the Vice-Chancellor, the Deputy Vice-Chancellor, the Pro-Vice-Chancellors and the Treasurer; 
(b) life members; 
(c) the following members ex officio:
   (a) the members of the Council, 
   (b) the members of the Senate, 
   (c) the Registrar, 
   (d) the Chairman, Deputy Chairman and Clerk of Convocation; 
(e) the following elected members:
   (i) 5 persons elected by the Members of the Legislative Council from among their own number, | n/a | n/a | n/a | (1) There is hereby established a Court to be known as the Court of the Hong Kong Baptist University. 
(2) The Court shall be the supreme advisory body of the University. |
| **The Council** | The Council shall be the supreme governing body of the University, and shall provide for the custody and use of the University seal, and subject to the provisions of this Ordinance and the statutes, the Council may exercise all the powers and is to perform all the duties of the University other than those vested or conferred on the University by this Ordinance, other than those powers conferred and those duties imposed by this Ordinance on some |
| **Chinese Name of the Court** | 校董會 | n/a | 顧問委員會 | n/a | 顧問委員會 |
| **Membership of Court** | The Council shall consist of -
(a) the President; 
(b) the Deputy President; 
(Amended 23 of 2002 s. 72) 
(c)-(e) (Repealed 14 of 2007 s. 3) 
(f) not more than 15 members who are not students or employees of the University of whom - (i) not more than 8 are appointed by the Chief Executive on the recommendation of the Council, and (ii) 7 are appointed by the Chief Executive; 
(g) an academic member of the Senate nominated by the Senate and appointed by the Council; 
(h) 2 members of staff elected from among their number and appointed by the Council; 
(i) the Chairman of the Convocation; 
(Amended 14 of 2007 s. 3) 
(j) the President of the Students’ Union; and  (Replaced 92 of 1994 s. 14. Amended 14 of 2007 s. 3) 
(k) 1 postgraduate student elected from among postgraduate students and appointed by the Council. | n/a | n/a | n/a | (1) The Council shall consist of the following members-
(a) the President; 
(b) the Deputy President; 
(Amended 23 of 2002 s. 72) 
(c)-(e) (Repealed 14 of 2007 s. 3) 
(f) not more than 15 members who are not students or employees of the University of whom - (i) not more than 8 are appointed by the Chief Executive on the recommendation of the Council, and (ii) 7 are appointed by the Chief Executive; 
(g) an academic member of the Senate nominated by the Senate and appointed by the Council; 
(h) 2 members of staff elected from among their number and appointed by the Council; 
(i) the Chairman of the Convocation; 
(Amended 14 of 2007 s. 3) 
(j) the President of the Students’ Union; and  (Replaced 92 of 1994 s. 14. Amended 14 of 2007 s. 3) 
(k) 1 postgraduate student elected from among postgraduate students and appointed by the Council. |
imposed by this Ordinance or the statutes in some other authority of the University or in an officer.

property of the constituent Colleges, but in the exercise of such power of control and management in respect of any immovable property of any original College or Shaw College, the Council shall not alter the use of any such property without the prior consent of the Board of Trustees of the College concerned;
(d) make such University appointments as it thinks proper;
(e) have power to approve the fees charged by the University in respect of approved courses of study;
(f) provide for the custody and use of the University’s seal.

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| (i) 1 is to be elected by and from the full-time undergraduate and
from among the academic members of the Senate;
(j) (Repealed L.N. 481 of 1997)
(k) 6 persons nominated by the Chancellor; (L.N. 481 of 1997)
(l) 3 persons elected by the Unofficial Members of the Legislative Council, other than Official Members, from among their own number; (67 of 1987 s. 2)
(m) not more than 6 other persons, normally resident in Hong Kong; who shall be elected by the Council; (n) after a date to be appointed by the Council, such number of members of the Convocation not exceeding 3 as shall be determined by the Council from time to time, to be elected by the Convocation in the manner determined by the Council.

more than 5 shall be from other tertiary institutions in or outside Hong Kong; (ii) not more than 9 shall be appointed by the Chancellor; and (iii) not more than 8 shall be appointed by the Chancellor on the recommendation of the Council;
(h) 1 member who shall be elected by and from full-time employees of the University and appointed by the Council; and
(i) 1 member who shall be elected by and from full-time students of the University and appointed by the Council.

Chairman of the Council

Appointed by the Chancellor
The Chairman of the Council shall hold office for 3 years and may be re-appointed for further periods of 3 years. The Chairman of the Council may confer degrees in the name of the University.

The Chairman shall appoint, from the members appointed under subsection (1)(g) who have experience in commerce or industry in Hong Kong, 3 members as follows- (i) 1 member as Chairman of the Council;
(ii) 1 member as Vice-Chairman of the Council; and
(iii) 1 member as Treasurer of the University.

The Chief Executive shall appoint one of the members appointed under subsection (1)(d) as Chairman.

The Chief Executive shall appoint from the members appointed under subsection (1)(f) -
(i) 1 member as Chairman;
(ii) 1 member as Deputy Chairman; and
(iii) 1 member as Treasurer.

Chief Officer of the University

The Chancellor shall be the chief officer of the University.

The Council shall, in accordance with subsection (2), appoint a President as the Chief Executive Officer of the University.

Report to the Chancellor

The Council shall, not later than 6 months after the end of each financial year, submit to the Chancellor a report on the activities of the University and copies of the statements prepared under section 18(2) and the report made under section 19(2).

The University shall not later than 6 months after the end of each financial year, or such longer period as the Chancellor may allow in any particular year, submit to the Chancellor a report on the activities of the University; copies of the financial statements prepared under section 25(2) and the report.
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(January 2016)
PART K  
PROCEDURE ON BILLS

50. Form of Bills

(1) A bill for presentation to the Council shall conform with the requirements laid down in this Rule.

(2) The bill shall be given a short title corresponding with the title by which it is to be cited if it becomes law, and that short title shall remain unchanged throughout the passage of the bill.

(3) The bill shall be given a long title setting out the purposes of the bill in general terms.

(4) Subject to a direction given under section 4(3) of the Official Languages Ordinance (Cap. 5) by the Chief Executive in Council, bills shall be presented in the Chinese and English languages.

(5) The clauses of the bill shall be preceded by the enacting formula.

(6) The bill shall be divided into clauses numbered consecutively and having a descriptive section heading above each clause.

(7) An explanatory memorandum stating the contents and objects of the bill in non-technical language shall be attached to the bill.

(8) In the case of a bill which is a "private bill" as defined in the Private Bills Ordinance (Cap. 69), there shall be included in the bill the following clause:

"Saving

Nothing in this Ordinance shall affect or be deemed to affect the rights of the Central Authorities or the Government of the Hong Kong Special Administrative Region under the Basic Law and other laws, or the rights of any body politic or corporate or of any other person except such as are mentioned in this Ordinance and those claiming by, from or under them.". 

(L.N. 176 of 2001)

51. Notice of Presentation of Bills

(1) A Member or a designated public officer may at any time give notice of his intention to present a bill; such notice shall be sent to the office of the Clerk and shall be accompanied by a copy of the bill and memorandum required by Rule 50 (Form of Bills), and in the case of a Member, also by a certificate signed by the Law Draftsman pursuant to subrule (2).

(2) In the case of a bill to be presented by a Member, the Law Draftsman, if satisfied that the bill conforms to the requirements of Rule 50 (Form of Bills) and the general form of Hong Kong legislation, shall issue a certificate to that effect.

(3) Members may not either individually or jointly introduce a bill which, in the opinion of the President, relates to public expenditure or political structure or the operation of the Government.

(4) In the case of a bill which, in the opinion of the President, relates to Government policies, the notice shall be accompanied by the written consent of the Chief Executive in respect of the bill. (L.N. 107 of 1999)
(5) In the case of a bill presented in one official language in pursuance of a direction under section 4(3) of the Official Languages Ordinance (Cap. 5), the notice shall be accompanied by a certificate stating that the Chief Executive in Council has directed that the bill should be presented in the Chinese language or, as the case may be, the English language.

(6) In the case of a bill presented by a Member such as is referred to in Rule 50(8) (Form of Bills), the notice shall be accompanied by a certificate signed by the Member, stating that the bill has been published in two successive publications of the Gazette and that notice of the bill has been given by two advertisements in each of two daily newspapers published in Hong Kong, one being a Chinese language newspaper and another being an English language newspaper. (L.N. 176 of 2001)

(7) (a) Except as otherwise provided in subrule (7A) and Rule 66 (Bills Returned for Reconsideration), a bill which, in the opinion of the President, contains substantially the same provisions as another bill on which the Council has already taken a decision at second reading shall not be further proceeded with in the same session and shall be withdrawn. (L.N. 228 of 2000)

(b) If a bill which has been read for the second time is subsequently withdrawn another bill with substantially the same provisions may be presented in the same session, subject to the provisions of Rule 50 (Form of Bills), this Rule and Rule 52 (Presentation and Publication of Bills).

(7A) Where the motion for the second or third reading of an Appropriation Bill is negatived, another Appropriation Bill containing the same or substantially the same provisions may be presented within the same session. (L.N. 228 of 2000)

(8) A Member presenting a bill shall be known throughout the subsequent proceedings on the bill as the Member in charge of the bill. In the case of a bill introduced jointly by more than one Member, these Members shall designate among themselves a Member as the Member in charge of the bill at the time of presenting the bill and the Member so designated shall signify himself as such in the notice for presentation.

(9) A public officer presenting a bill shall be known throughout the subsequent proceedings on the bill as the public officer in charge of the bill; and references in these Rules of Procedure to a Member in charge of a bill include a public officer in charge of a bill.

52. Presentation and Publication of Bills

(1) The Clerk shall, after receipt of a bill for presentation to the Council, cause the text of the bill and its explanatory memorandum to be published in the Gazette unless -

(a) the President directs that the bill shall not be published in the Gazette before it has been read the first time; or

(b) the bill has already been published in the Gazette in accordance with Rule 51(6) (Notice of Presentation of Bills).

(2) The Clerk shall, after receipt of a bill for presentation to the Council, cause a copy of the bill and its explanatory memorandum to be sent to every Member, whereupon the bill shall be deemed to have been presented to the Council.

53. First Reading of Bills
Appendix E
Report of Working Party for Motion 2D

(1) The short title of a bill presented to the Council in accordance with Rule 52(2) (Presentation and Publication of Bills) shall be placed on the Agenda of the Council for first reading at such meeting as may be specified to the Clerk by the Member in charge of the bill.

(2) No debate shall be allowed upon the first reading of a bill; and the bill shall be deemed to have been read the first time upon the Clerk reading the short title.

(3) When a bill has been read the first time, the Council shall be deemed to have ordered the bill to be set down for second reading, and the order of the Council shall be so recorded in the minutes of proceedings; and notice of motion for second reading shall not be required to be given by the Member in charge of the bill.

54. Second Reading

(1) In the case of a bill which relates to Government policies presented by a Member, the President shall call for the signification of the written consent of the Chief Executive by a designated public officer before the Council enters upon consideration of the second reading of the bill and the motion that the bill be now read the second time shall not be moved unless such written consent has been signified accordingly.

(2) The signification of the Chief Executive’s written consent shall be recorded in the minutes of proceedings.

(3) Subject to subrules (4) and (5), the Council shall proceed to the second reading of a bill on a motion that the bill be now read the second time; and on this motion a debate may arise covering the general merits and principles of the bill.

(4) Except in relation to Appropriation Bills, when the Member in charge of a bill has spoken on a motion that the bill be now read the second time, the debate shall be adjourned and the bill shall be referred to the House Committee unless the Council, on a motion which may be moved without notice by any Member, otherwise orders.

(5) When a debate has been adjourned under subrule (4), it may be resumed on notice by the Member or public officer in charge of the bill, given by him in writing delivered to the office of the Clerk, after consultation with the chairman of the House Committee, subject to the following -

(a) subject to paragraphs (b) and (c), resumption of debate shall not take place earlier than 9 clear days after the meeting of House Committee at which the bill was considered in preparation for resumption of debate;

(b) if at the meeting of House Committee to consider the bill in preparation for resumption of debate the committee recommends a period longer than 9 clear days before resumption then resumption shall not take place earlier than 12 clear days after that meeting;

(c) if at the meeting of House Committee to consider the bill in preparation for resumption of debate the committee recommends that the second reading debate be resumed at the next meeting of the Council then resumption may take place at that meeting with the permission of the President provided that due notice has been given under paragraph (e);
(d) subject to paragraph (e), notice of resumption of debate shall be given by the Member or public officer in charge of the bill not less than 12 clear days before the day on which the debate is to be resumed;

(e) where resumption of debate is to take place 9 clear days or less after the meeting of House Committee at which the bill was considered in preparation for resumption, then notice of resumption of debate shall be given no later than 2 clear days after that meeting:

Provided that the President may in his discretion dispense with such notice.

(5A) In subrule (5), "the chairman of the House Committee" shall mean "the deputy chairman of the House Committee" if the former is not available for consultation because of his absence from Hong Kong or of other reasons when the Member or public officer in charge of the bill seeks to consult him. (L.N. 118 of 2003)

(6) No amendment may be proposed to the question that the bill be now read the second time.

(7) At the resumption of the second reading debate on a bill (other than resumption for the purpose of making an announcement for the withdrawal of a bill in accordance with Rule 64 (Withdrawal or Postponement of Bills)), a Member making a report of a Bills Committee on a bill under Rule 76(9) (Bills Committees) may, with the permission of the President, be the first Member to speak. (L.N. 74 of 2005)

(8) When a motion for the second reading of a bill has been negatived no further proceedings shall be taken on that bill.

55. Committal of Bills

(1) When a motion for the second reading of a bill has been agreed to, the bill shall stand committed to a committee of the whole Council, unless -

(a) the Council, on a motion which may be moved without notice by any Member immediately after the bill has been read the second time, commit the bill to a select committee; or

(b) the President is of the opinion that the bill would specially benefit or otherwise specially affect some particular person or association or corporate body, in which case he may direct that the bill be committed to a select committee.

(2) Notice of proceedings upon a bill in committee of the whole Council shall not be required to be given by the Member in charge of the bill.

(3) Proceedings upon a bill in select committee shall be begun upon a day appointed in accordance with Rule 79(2) (Procedure of Select Committees).

56. Functions of Committees on Bills

(1) Any committee of the whole Council or select committee to which a bill is committed shall not discuss the principles of the bill but only its details.

(2) Any such committee shall have power to make such amendments therein as they shall think fit, provided that the amendments, including new clauses and new schedules, are relevant to the subject matter of the bill.

57. Amendments to Bills
(1) The provisions of this Rule shall apply to amendments proposed to be moved to bills in committee of the whole Council, in a select committee, and on recommittal.

(2) Notice of amendments proposed to be moved to a bill shall be given not less than 7 clear days before the day on which the bill is to be considered in committee; and except with the leave of the Chairman no amendment of which notice has not been so given may be moved to a bill.

(3) The provisions of Rule 30 (Manner of Giving Notice of Motions and Amendments) shall apply to notice of amendments to bills with the substitution of the word "Chairman" for "President" in subrule (3) of that Rule.

(4) The following provisions shall apply to amendments relating to bills:

(a) An amendment must be relevant to the subject matter of the bill and to the subject matter of the clause to which it relates.

(b) An amendment must not be inconsistent with any clause already agreed to or with any previous decision of the committee upon the bill.

(c) An amendment must not be such as to make the clause which it proposes to amend unintelligible or ungrammatical.

(d) An amendment which is in the opinion of the Chairman frivolous or meaningless may not be moved.

(e) Where an amendment is proposed to be moved to a bill presented in both official languages the amendment shall be made to the text in each language unless it is an amendment that clearly affects the text in one language only. But an amendment which creates a conflict or discrepancy between the text in one language and the text in the other may not be moved.

(5) If an amendment refers to, or is not intelligible without, a subsequent amendment or schedule, notice of the subsequent amendment or schedule must be given before the first amendment is moved so as to make the series of amendments intelligible as a whole.

(6) An amendment, the object or effect of which may, in the opinion of the President or Chairman, be to dispose of or charge any part of the revenue or other public moneys of Hong Kong shall be proposed only by -

(a) the Chief Executive; or

(b) a designated public officer; or

(c) a Member, if the Chief Executive consents in writing to the proposal.

58. Procedure in Committee of the Whole Council on a Bill

(1) The Chairman in a committee of the whole Council shall propose "That the following clauses stand part of the bill", and shall direct the Clerk to call the numbers of the clauses. On the number or numbers of any clause or group of clauses being called, the question that that clause or group of clauses stand part of the bill shall be deemed to have been proposed. In the event of a clause being amended the number of the clause, as amended, shall be
called again by the Clerk, and the question that the clause as amended stand part of the bill shall be deemed to have been proposed.

(2) Where there is a series of interdependent amendments, the Chairman may, in order to save time and avoid repetition of arguments, allow a single discussion in relation to those amendments and, if necessary, change the order of consideration as provided in subrule (5) or (7). *(L.N. 55 of 2011)*

(3) The provisions of Rule 34 (Manner of Debating Amendments to Motions) shall apply to the discussion of amendments to bills, with the substitution of the word "clause" for the word "motion".

(4) A clause may be postponed, unless a decision has already been taken upon an amendment thereto. Postponed clauses shall be considered after the remaining clauses of the bill have been considered and before new clauses are brought up.

(5) Any proposed new clause shall be considered after the clauses of the bill have been disposed of and before consideration of any schedule of the bill:

Provided that a new clause proposed in substitution for a clause which has been disagreed to may be considered immediately after such disagreement.

(6) On the section heading of any new clause being read by the Clerk the clause shall be deemed to have been read a first time. The question shall then be proposed "That the clause be read a second time"; if this is agreed to, amendments may then be proposed to the new clause. The final question to be proposed shall be "That the clause (or the clause as amended) be added to the bill".

(7) Schedules shall be disposed of in the same way as clauses and any proposed new schedule shall be considered after the schedules of the bill have been disposed of, and shall be treated in the same manner as a new clause.

(8) When every clause and schedule and proposed new clause or schedule has been dealt with, the preamble, if there is one, shall be considered and the question put "That this be the preamble to the bill". No amendment to the preamble shall be considered which is not made necessary by a previous amendment to the bill.

(9) If any amendment to the title of the bill is made necessary by an amendment to the bill, it shall be made at the conclusion of the proceedings detailed above, but no question shall be put that the title (as amended) stand part of the bill; nor shall any question be put upon the enacting formula.

(10) No amendment to the reference to the year or to any number in the title by which the bill is to be cited if it becomes law shall be necessary, and any such reference may be changed by the Law Draftsman to refer to the year, or to reflect the order, in which the bill becomes law.

(11) An amendment, proposed new clause or proposed new schedule, upon which a question has been proposed, may be withdrawn at the request of the mover by leave of the committee before the question has been put on it, if no Member objects.
(12) When all the proceedings upon the bill have been concluded in committee, the Council shall resume and a Member shall report the bill to the Council with or without amendment as the case may be.

59. Procedure on Reporting of Bill from Committee of the Whole Council

When a bill has been reported from a committee of the whole Council, the Council shall be deemed to have ordered the bill to be set down for third reading and the order of the Council shall be so recorded in the minutes of proceedings; and notice of motion for third reading shall not be required to be given by the Member in charge of the bill.

60. Procedure in Select Committee on a Bill

(1) A select committee on a bill shall be subject to all the provisions of Rule 79 (Procedure of Select Committees) but before reporting the bill to the Council it shall go through the bill in the same manner as a committee of the whole Council as prescribed in Rule 58 (Procedure in Committee of the Whole Council on a Bill).

(2) When a bill has been amended in a select committee, the whole text of the bill as amended shall, if practicable, be printed as part of the report of the select committee, but if this is not practicable the text of every clause or schedule amended, and of every new clause or new schedule added, shall be so printed.

(3) When all the proceedings upon the bill have been concluded in a select committee and the committee has agreed to its report, the chairman shall, at the next meeting of the Council, report the bill, with or without amendment as the case may be, to the Council and shall lay a copy of the report of the committee upon the Table.

61. Procedure on Reporting of Bill from a Select Committee

(1) When a bill has been reported from a select committee the Council may consider the bill as reported on a motion, moved by the chairman of the select committee, that the report of the select committee on the bill be adopted.

(2) If that motion is agreed to without amendment, the Council shall be deemed to have ordered the bill to be set down for third reading and the order of the Council shall be so recorded in the minutes of proceedings, and notice of third reading shall not be required to be given by the Member in charge of the bill.

(3) On a motion to adopt the report of a select committee on a bill moved under subrule (1), a Member may propose an amendment to add at the end of the motion the words "subject to the recommittal of the bill (either wholly or in respect only of some particular part or parts of the bill or of some proposed new clause or new schedule) to a committee of the whole Council".

(4) If the motion is agreed to as amended in accordance with subrule (3), the bill shall stand recommitted as required by the motion, and the Council shall immediately resolve itself into a committee of the whole Council to consider it.

(5) (Repealed L.N. 228 of 2000)

62. Procedure on Recommittal of Bill Reported from Select Committee

(1) When the whole of a bill reported from a select committee has been recommitted the committee shall go through the bill as provided in Rule 58 (Procedure in Committee of the Whole Council on a Bill).

(2) When a bill has been recommitted in respect only of some specified clause or clauses or schedule or schedules of the bill or some proposed new clause or new schedule, the committee shall consider only the matter so recommitted and shall proceed on every such clause or schedule in the manner provided in Rule 58 (Procedure in Committee of the Whole Council on a Bill) and may thereafter if necessary consider amendment of the long or short title of the
bill:

Provided that if the President considers it necessary or desirable he may require the whole bill to be recommitted as provided in subrule (1).

(3) When all proceedings in committee of the whole Council on a recommitted bill have been completed, the Council shall resume and the Member in charge of the bill shall report the bill, as amended (or as not amended) on recommittal, to the Council.

(4) When the bill has been so reported after recommittal, the Council shall forthwith proceed to the third reading of the bill, unless the Member in charge states that he wishes the third reading to be postponed; and in the latter event the provisions of Rule 59 (Procedure on Reporting of Bill from Committee of the Whole Council) shall apply, and no further motion to recommit the bill shall be allowed.

63. Third Reading

(1) The Council shall proceed to the third reading of a bill on a motion that the bill be read the third time and do pass. Debate on that motion shall be confined to the contents of the bill and no amendment may be moved to the motion.

(2) Amendments for the correction of errors or oversights may, with the President's permission, be made to the bill before the question for the third reading of the bill is put by the President, but no amendments of a material character shall be proposed.

(3) When a motion for the third reading of a bill (or bills) has been agreed to, the Clerk shall read the short title of the bill (or bills) and shall write at the end of the bill (or bills) the words "Passed by the Legislative Council of the Hong Kong Special Administrative Region this day" giving the date.

(4) When a motion for the third reading of a bill has been negatived no further proceedings shall be taken on that bill.

64. Withdrawal or Postponement of Bills

(1) The Member or public officer in charge of a bill may, by an announcement made in Council at the beginning of proceedings for its second or third reading, withdraw or postpone the bill. (L.N. 74 of 2005)

(2) The Member or public officer in charge of a bill may, by an announcement made in Council at the beginning of proceedings for the resumption of the second reading debate on the bill, withdraw the bill if -

(a) the purpose of the resumption is for making such an announcement; and

(b) such purpose has been so stated in the notice of the resumption of debate given under Rule 54(5) (Second Reading). (L.N. 74 of 2005)

(3) The Member or public officer in charge of a bill may, in making an announcement for the withdrawal of the bill under subrule (2), address the Council on matters relevant to the withdrawal but no debate may arise on such an address. (L.N. 74 of 2005)

65. Presentation of Bill for Signature of Chief Executive

A copy of every bill passed by the Council, certified as a true copy by the Clerk, shall be submitted by the Clerk to the Chief Executive for his signature.

66. Bills Returned for Reconsideration

(1) Where a bill passed by the Council is to be returned to the Council for reconsideration, notice of the return shall be given to the Clerk within 3
months of the passage of the bill; such notice shall be accompanied by a copy of the bill and a certificate signed by the Chief Executive certifying that he is returning the bill to the Council for reconsideration under Article 49 of the Basic Law.

(2) The Clerk shall, after receipt of the bill for reconsideration, cause a copy of the bill to be sent to every Member and the text of the bill to be published in the Gazette unless the President directs that the bill shall not be published in the Gazette before the short title of the returned bill has been read at a meeting of the Council.

(3) The short title of the bill shall be placed on the Agenda of a meeting of the Council as directed by the President.

(4) After the short title of the bill has been read by the Clerk, a designated public officer may speak on the return of the bill, whereupon the bill shall be referred to the House Committee unless the Council, on a motion which may be moved without notice by any Member, otherwise orders.

(5) If the Council orders that the bill shall not be referred to the House Committee, the bill shall be deemed to have been ordered to be set down for a motion "That the ...... Bill returned by the Chief Executive in accordance with Article 49 of the Basic Law do pass after reconsideration", which may be moved by any Member without notice. The order of the Council shall be so recorded in the minutes of proceedings.

(6) When a returned bill is referred to the House Committee, the House Committee shall immediately arrange (and if considered necessary, in conjunction with any referred bill as may have been presented for the purpose of amending the returned bill) for the returned bill to be considered in such manner as it thinks fit, and after it has completed deliberation on the returned bill, a motion "That the ...... Bill returned by the Chief Executive in accordance with Article 49 of the Basic Law do pass after reconsideration" may be moved at a meeting of the Council. (L.N. 228 of 2000)

(7) No amendment may be moved to a motion moved under subrule (5) or (6).

(8) If the number of Members in favour of the motion "That the ...... Bill returned by the Chief Executive in accordance with Article 49 of the Basic Law do pass after reconsideration" is not less than a two-thirds majority of all the Members, the Clerk shall read the short title of the bill and shall write at the end of the bill the words "Reconsidered and passed by not less than a two-thirds majority of all the Members of the Legislative Council of the Hong Kong Special Administrative Region this day" giving the date. A true copy of the bill shall be certified by the Clerk and submitted to the Chief Executive for his signature.

(9) If the number of Members in favour of the motion "That the ...... Bill returned by the Chief Executive in accordance with Article 49 of the Basic Law do pass after reconsideration" is less than a two-thirds majority of all the Members, the Clerk shall read the short title of the bill and shall write at the end of the bill the words "Reconsidered, with less than a two-thirds majority of all the Members of the Legislative Council of the Hong Kong Special Administrative Region in favour of the motion that the ...... Bill returned by the Chief Executive in accordance with Article 49 of the Basic Law do pass after reconsideration, this day" giving the date. A true copy of the bill shall be certified by the Clerk and submitted to the Chief Executive.
(10) If a returned bill is signed by the Chief Executive under Article 76 of the Basic Law and notice thereof is given to the Clerk before a motion on that bill is moved under subrule (5) or (6), no further proceedings shall be taken on the bill.

Source: http://www.legco.gov.hk/general/english/procedur/content/partk.htm
Chapter: 69 | PRIVATE BILLS ORDINANCE

An Ordinance to provide for fees in respect of private bills.

(Enacted 1991)
[5 July 1991]

(Originally 75 of 1991)

Section: 1 | Short title

This Ordinance may be cited as the Private Bills Ordinance.

(Enacted 1991)

Section: 2 | Interpretation

In this Ordinance, unless the context otherwise requires-
"official languages" (法定語文) means official languages within the meaning of section 3 of the Official Languages Ordinance (Cap 5);
"private bill" (私人條例草案) means a bill which-
(a) provides primarily for the particular interest or benefit of any individual, association or body corporate rather than the interest or benefit of the public; and
(b) is not a Government measure.

(Enacted 1991)

Section: 3 | Fees payable in respect of a private bill

(1) Subject to subsection (2), the promoters of a private bill shall pay to the Director of Accounting Services, within 21 days after the receipt by the Clerk to the Legislative Council of notice of intention to present the bill, whichever of the fees specified in the Schedule as is appropriate.

(2) Where an application is made to the Chief Secretary for Administration by the promoters of a bill to waive any fee payable under subsection (1) in relation to the bill, he may waive such fee in whole or part if he is satisfied that the bill-
(a) is for a charitable purpose within the meaning of section 2 of the Registered Trustees Incorporation Ordinance (Cap 306); or
(b) facilitates a Government measure.

(3) The Legislative Council may by resolution amend the Schedule.

(4) Any fee payable under subsection (1) shall be a debt due to the Government and recoverable as a civil debt.

(Enacted 1991)

Schedule: SCHEDULE

[section 3]

Item | Nature of bill | Fee
--- | --- | ---
1. A bill to amend an existing Ordinance, in one or both official languages | $33500
2. A bill for a principal Ordinance (whether or not the bill also amends an existing Ordinance), in one or both official languages | $67000

(Amended L.N. 554 of 1994)
(Enacted 1991)
THE UNIVERSITY OF HONG KONG

CONSTITUTION AND RULES OF CONVOCATION

(Revised and adopted at the Extraordinary General Meeting on March 2, 2015)

ORIGIN

1. Convocation of the University of Hong Kong is a statutory body created by section 9(1) of the University of Hong Kong Ordinance, Laws of Hong Kong, Chapter 1053 of 1964 to repeal and replace the University Ordinance 1911 whose constitution, powers, and privileges shall be as prescribed by the statutes of the University of Hong Kong.

DEFINITION

2. In these Constitution and Rules of Convocation of the University of Hong Kong, unless the context otherwise requires:

‘Chairman’ means the Chairman of Convocation;

‘Chancellor’ means the Chancellor of the University and also any person acting as Chancellor of the University by virtue of subsection (3) of section 12 of the Ordinance;

‘Clerk’ means the Clerk of Convocation;

‘Constitution’ means the Constitution of Convocation;

‘Convocation’ means Convocation of the University;

‘Council’ means the Council of the University;

‘Court’ means the Court of the University;

‘Deans of Faculties’ means the Deans of the Faculties of the University;

‘Deputy Chairman’ means the Deputy Chairman of Convocation;

‘Deputy Vice-Chancellor’ means the Deputy Vice-Chancellor of the University;

'Office Bearer" means the Chairman, Deputy Chairman or Clerk of Convocation;

‘Officers’ means the officers of the University;

‘Ordinance’ means the University of Hong Kong Ordinance, Chapter 1053 of the Laws of Hong Kong;
‘Pro-Vice-Chancellor’ means the Pro-Vice-Chancellor of the University;

‘Registrar’ means the Registrar of the University;

‘Rules’ means the Rules of Convocation;

‘Senate’ means the Senate of the University;

‘Standing Committee’ means the Standing Committee of Convocation;

‘statutes’ means the statutes of the University;

‘subsidiary’ means a subsidiary company within the definition of the Companies Ordinance, Chapter 622 of the Laws of Hong Kong;

‘Teachers’ means the teachers of the University;

‘Treasurer’ means the Treasurer of the University;

‘University’ means the University of Hong Kong; and

‘Vice-Chancellor’ means the Vice-Chancellor of the University.

POWERS

3. The powers of Convocation as prescribed by the statutes are:-

(a) to elect members of the Court from among their own number, in accordance with the provisions of Statute XV of the statutes;

(b) to elect a Chairman, who shall hold office for such period as Convocation may determine and who shall in the absence of the Chancellor preside at its meetings;

(c) to discuss any matter whatsoever relating to the University, including any matter referred to it by the Court or the Council and to report its views on such matter to the Court or the Council or the Senate as the case may be;

(d) to report its proceedings to the Court, the Council or the Senate;

(e) to enter into communication directly with the Court, the Council or the Senate on any matter affecting the University;

(f) to solicit funds from amongst its own members and from others for the purposes of the University and to determine the manner in which they may be made available in the form of scholarships, bursaries, or other forms of disbursement;

(g) generally to do any other act necessary to give effect to the powers conferred on Convocation by the Ordinance or the statutes.
CONSTITUTION OF CONVOCATION

MEMBERSHIP

4. Convocation shall consist of the following members:-
   
   (a) the Chancellor, the Vice-Chancellor, the Deputy Vice-Chancellor, the Pro-Vice-Chancellors, the Treasurer, the Deans of the Faculties, the Dean of Student Affairs, and the Registrar and such other persons as may be prescribed by Statute XXVIII 1(1)(a) of the statutes;
   
   (b) the professors, readers, lecturers, tutors, and demonstrators of the University and such other persons as may be prescribed by Statute XXVIII 1(1)(b) of the statutes;
   
   (c) graduates of the University registered in accordance with the regulations made by the Council;
   
   (d) holders of any certificate or diploma as listed in Statute III 2(a) and (b) of the statutes of which the admission requirement should be a first degree; and
   
   (e) holders of honorary degrees of the University who are not members of Convocation but who have been elected by Convocation as members.

CHAIRMAN

5. There shall be a Chairman who is to be elected by the Standing Committee among its members and who shall hold office for a term from election to either the conclusion of the first meeting of the Standing Committee following the third Ordinary General Meeting of Convocation thereafter or the termination of his position as a member of the Standing Committee, whichever is sooner. A retiring Chairman will be eligible for re-election unless he has already held such office for two consecutive terms. Where the term of the Chairman is to expire at the end of a meeting of the Standing Committee but the Standing Committee is unable to elect the Chairman, the term of the current Chairman shall not expire and will continue until the election of another Chairman by the Standing Committee among its members.

6. The Chairman shall not be an officer or teacher of the University or in receipt of any salary, stipend, fee or any other form of remunerations from the University or any of its subsidiaries or other legal entities in which the University has management control or majority equity stakes.

7. No person shall be elected Chairman unless he has been a member of the Standing Committee for an aggregate of 3 years or more during the 6 years preceding the date of his election, provided that such requirement does not apply where at the time of the election, the only candidate does not or, where there are more than one candidate, all of the candidates, do not, meet the requirement.

8. The Chairman shall, in the absence of the Chancellor, preside at all meetings of Convocation.

9. The Chairman shall at the same time be Chairman of the Standing Committee and also a member ex-officio of all committees of Convocation and of all their sub-committees.
10. In the event of a casual vacancy in the office of Chairman, the Standing Committee shall elect another of its member to be the Chairman and the provisions in paragraph 7 shall apply to such election. Pending such election, the Deputy Chairman, or the acting Deputy Chairman, as the case may be, shall perform the function of the Chairman.

DEPUTY CHAIRMAN

11. There shall be a Deputy Chairman who is to be elected by the Standing Committee among its members and who shall hold office for a term from election to either the conclusion of the first meeting of the Standing Committee following the third Ordinary General Meeting of Convocation thereafter or the termination of his position as a member of the Standing Committee, whichever is sooner. A retiring Deputy Chairman will be eligible for re-election unless he has already held such office for two consecutive terms. Where the term of the Deputy Chairman is to expire at the end of a meeting of the Standing Committee but the Standing Committee is unable to elect the Deputy Chairman, the term of the current Deputy Chairman shall not expire and will continue until the election of another Deputy Chairman by the Standing Committee among its members.

12. The Deputy Chairman shall not be an officer or teacher of the University or in receipt of any salary, stipend, fee or any other form of remunerations from the University or any of its subsidiaries or other legal entities in which the University has management control or majority equity stakes.

13. No person shall be elected Deputy Chairman unless he has at any time been a member of Convocation for not less than three years.

14. In the event of a casual vacancy in the office of Deputy Chairman, the Standing Committee shall elect another of its member to be the Deputy Chairman and the provisions in paragraph 11 shall apply to such election. Pending such election, the Standing Committee shall appoint a member to be the acting Deputy Chairman.

15. The Deputy Chairman shall at the same time be Deputy Chairman of the Standing Committee and also a member ex-officio of all committees of Convocation and of all their sub-committees.

16. The Deputy Chairman, or the acting Deputy Chairman, as the case may be, shall, in the absence of the Chancellor and of the Chairman, preside at all meetings of Convocation.

17. During any vacancy in the office of Chairman or in the event of the Chairman being for any reason unable to perform the function of Chairman, the Deputy Chairman shall act for him until such time as the Chairman shall have been able to resume his duties and responsibilities.
CLERK

18. There shall be a Clerk who is to be elected by the Standing Committee among its members and who shall hold office for a term from election to either the conclusion of the first meeting of the Standing Committee following the third Ordinary General Meeting of Convocation thereafter or the termination of his position as a member of the Standing Committee, whichever is sooner. A retiring Clerk will be eligible for re-election unless he has already held such office for two consecutive terms. Where the term of the Clerk is to expire at the end of a meeting of the Standing Committee but the Standing Committee is unable to elect the Clerk, the term of the current Clerk shall not expire and will continue until the election of another Clerk by the Standing Committee among its members.

19. The Clerk shall not be an officer or teacher of the University or in receipt of any salary, stipend, fee or any other form of remunerations from the University or any of its subsidiaries or other legal entities in which the University has management control or majority equity stakes.

20. No person shall be elected Clerk unless he has at any time been a member of Convocation for not less than three years.

21. In the event of a casual vacancy in the office of the Clerk, the Standing Committee shall elect another of its members to be the Clerk and the provisions of paragraph 18 shall apply. Pending such election, the Standing Committee shall appoint a member to be the acting Clerk.

22. The duties of the Clerk shall be :-

(a) to attend all meetings of Convocation, and of the Standing Committee and other committees of Convocation;
(b) to cause to be made and kept minutes of all resolutions and proceedings at all meetings of Convocation, and of the Standing Committee and all committees of Convocation and of all their sub-committees;
(c) to be responsible for all official correspondence and documentation of Convocation except correspondence and documentation connected with the keeping of the Register of Convocation which shall be placed with the Registrar;
(d) to receive all notices for Convocation and to send all notices required by the Rules to be sent for the purpose of convening all Ordinary General Meetings and extraordinary general meetings of Convocation;
(e) generally to assist the Chairman in the performance of his official duties and the exercise of his powers as Chairman;
(f) to perform such other duties as may be determined by Convocation from time to time.

Provided that the Clerk may delegate his duties under paragraphs (a), (b) and (c) of this Constitution to a member of the Standing Committee appointed by the Committee.

23. The Clerk shall at the same time be Clerk of the Standing Committee.
24. There shall be a Standing Committee which shall be the executive body of Convocation.

25. (a) The Standing Committee shall consist of 24 members under paragraph 4(c) or (d) as elected by Convocation;

(b) The Standing Committee shall not consist of more than four members who are officers, teachers or other staff members or service providers in receipt of any salary, stipend, fee or any other form of remunerations from the University or any of its subsidiaries or other legal entities in which the University has management control or majority equity stakes.

26. No person shall be elected member of the Standing Committee unless he has been a member of Convocation for not less than two years.

27. Any member of the Standing Committee who is absent from three consecutive Standing Committee meetings or who is absent from 50% or more of the number of Standing Committee meetings in any twelve-calendar-month period will be deemed to relinquish his Standing Committee membership unless otherwise ruled by the Standing Committee by 2/3 majority on application of the member.

28. Each member of the Standing Committee shall hold office for a term of 3 years, commencing from the close of the meeting in which he is elected, and is eligible for re-election on retirement.

29. The duties and powers of the Standing Committee shall be:

(a) to implement the resolutions of Convocation;

(b) to advise, as it considers fit, the Council on the rules for the time, place and procedure of Convocation meetings and for the conduct of the Office Bearers of Convocation and on the regulations for the conduct of Convocation elections;

(c) to convene the Ordinary General Meeting of Convocation to be held in June in every calendar year and to fix the date, time and place for such meeting;

(d) to advise and to make proposals to Convocation for discussion upon any matter whatsoever relating to the University, including any matter referred to it by the Court or the Council or the Senate and to report the views of Convocation on such matter to the Court or the Council or the Senate as the case may be;

(e) to enter into communication directly with the Court, the Council or the Senate on any matter relating to the University;

(f) to report the proceedings of Convocation to the Court, the Council or the Senate;

(g) to convene meetings of Convocation at such times as the Standing Committee may determine;

(h) to convene meetings of Convocation as directed by the Chairman or at the request in writing of at least twenty members of Convocation;

(i) to prescribe the manner by which notice of a meeting of Convocation shall be served;

(j) from time to time and as often as it considers necessary or expedient to appoint sub-committees consisting of such members of Convocation or such members or
Officers of the University as it thinks fit and to depute and refer to the sub-committees such of the powers and duties of the Standing Committee as it shall determine, provided that the convenors and deputy convenors of such sub-committees shall be members of the Standing Committee, and that all such sub-committees shall periodically report their proceedings to the Standing Committee, conduct their business in accordance with the directions of the Standing Committee and shall be subject to dissolution at the absolute discretion of the Standing Committee;

(k) to authorise disbursements out of the Convocation budget from the University and from other funds of Convocation to give effect to the powers conferred on Convocation by the Ordinance or the statutes;

(l) generally to do any other acts necessary to give effect to the powers conferred on Convocation by the Ordinance or the statutes; and

(m) to elect the Chairman, Deputy Chairman and Clerk of Convocation.

30. The member or members of the Standing Committee shall not be personally liable for any acts performed in good faith or within the authority of the Standing Committee nor shall he or they be personally liable for unintentional omission to do any acts.

31. Any casual vacancy occurring in the Standing Committee may be filled up by the Standing Committee by appointing a member of Convocation who fulfills the requirements of paragraph 26 of the Constitution. The person so appointed shall be subject to:-

(a) sanction or removal by Convocation in the next following Ordinary General Meeting; and

(b) retirement at the same time as if he had become a member of the Standing Committee on the day on which the member in whose place he is appointed was last elected a member.

32. The office of any member of the Standing Committee shall be vacated, if the member-

(a) ceases to be a member of Convocation;

(b) becomes bankrupt;

(c) is found lunatic or becomes of unsound mind; or

(d) resigns his office by notice in writing to the Standing Committee; or

(e) is decided by a challenge committee to have been invalidly elected.
RULES OF CONVOCATION

GENERAL MEETINGS

1. A general meeting of Convocation to be convened by the Standing Committee shall be held in June in every calendar year on such date and at such time and place as the Standing Committee may fix. Such general meeting shall be called Ordinary General Meeting; all other general meetings of Convocation shall be called extraordinary general meetings.

2. The Standing Committee may, whenever it thinks fit, convene an extraordinary general meeting, and extraordinary general meetings shall also be convened by the Standing Committee by direction of the Chairman.

3. (a) The Standing Committee shall at the request in writing of at least twenty members entitled to vote convene an extraordinary general meeting to be held within forty-two days of the receipt of the request by the Chairman provided that:
   (i) no extraordinary general meeting shall be held in the month of August;
   (ii) no meeting shall be held before the expiration of three months from the date of the last meeting convened for substantially the same purposes. If any question arises as to whether the purposes of two meetings are or are not the same, the decision of the Chairman shall be final.

   (b) The requisition must state the objects of the meeting and must be signed by the requisitionists and addressed and sent to the Chairman.

NOTICE

4. Twenty-one days notice at the least of all general meetings of Convocation (exclusive of the day on which the notice is served or deemed to be served, but inclusive of the day for which notice is given) specifying the place, the day and the hour of meeting and the business (including special business) to be conducted at the meeting shall be given to all members entitled to vote and whose name appears in the register of the members of Convocation kept by the Registrar not less than thirty days before the date of the meeting.

5. (a) Unless otherwise determined by the Standing Committee, a notice of general meeting of Convocation to any of its members entitled to receive the same may be given to him by:
   (i) personal delivery;
   (ii) post to his last known address as appears in Convocation record;
   (iii) electronic mail to his electronic mail address as appears in Convocation record;
   (iv) facsimile to his facsimile number as appears in Convocation record; or
   (v) an advertisement placed on an English and a Chinese language newspaper authorised by the Government to carry official or legal advertisements in Hong Kong or the Convocation Newsletter.

   (b) Further or alternatively, such notice may be given by means of a website provided that the Standing Committee shall notify the members by methods set out in
sub-paragraph 5(a) above of the address of the relevant website and the presence of the notice in the relevant website and that the notice is available on the relevant website throughout the period from the date of the notification and the date of conclusion of the general meeting concerned.

6. When a notice is sent by post, it is deemed to be served at the expiration of twenty-four hours after posting to an address in Hong Kong and seventy-two hours after posting to an address by airmail to an address outside Hong Kong. When a notice is sent by electronic mail or facsimile, it is deemed to be served at the expiration of twenty-four hours after the notice is sent. When a notice is sent by means of a website, it is deemed to be served when it is first made available on the website or when notification about its availability in the relevant website is served on the members, whichever is later.

7. Any member entitled to vote and whose name is entered in the register of the members of Convocation less than thirty days before the date of meeting may obtain a copy of the notice for such meeting on written application to the Clerk.

8. The accidental omission to give notice of a general meeting to, or the non-receipt of notice of a general meeting by, any member entitled to receive the same shall not invalidate the proceedings at such meeting.

**PROCEEDINGS AT GENERAL MEETINGS**

9. The special business to be transacted at the general meetings shall include:-
   (a) any business referred to the Convocation by the Court or the Council;
   (b) any business which, in the opinion of the Chairman, is expedient for the Convocation to consider; and
   (c) any business in the form of a motion in writing submitted to the Standing Committee by a member entitled to vote not less than thirty-five days before the date of meeting provided that such motion must be dated and signed by the member submitting the same and one other member entitled to vote. The Standing Committee may refuse to include such business in the notice for the meeting if it considers such business to be *ultra vires* the powers of Convocation.

10. No business shall be transacted at any general meeting unless a quorum is present at the time when the meeting proceeds to business.

11. Thirty members entitled to vote in person or by proxies shall form a quorum.

12. If within half an hour from the time appointed for an Ordinary General Meeting quorum is not present, the meeting shall stand adjourned to the same day in the next week, at the same time and place. It shall not be necessary to give any notice of the adjourned meeting.

13. If within half an hour from the time appointed for an extraordinary general meeting a quorum is not present, the meeting, if convened upon the requisition of members, shall be dissolved; in any other case it shall at the absolute discretion of the Chairman be dissolved or adjourned to such date, time and place as the Chairman or chairman of the meeting may in his absolute discretion determine. The Chairman or chairman of the
meeting may also in his absolute discretion determine whether notice of the adjourned
meeting is necessary and if necessary the length or manner of such notice.

14. Every member of Convocation attending a general meeting shall write his name,
permanent address and academic degree on a form provided at the entrance of the place
of meeting, and lodge it with the person designated by the Standing Committee for the
purpose.

15. The Chancellor, if present, shall preside at every general meeting; the Chairman, in the
absence of the Chancellor, shall preside at every general meeting; if the Chairman is
absent or his office be vacant, the Deputy Chairman or any person performing the
function of the Deputy Chairman shall be the chairman of the general meeting. The
person presiding at any general meeting shall decide on any question of order arising at
any meeting as to the interpretation of the Constitution and Rules and all questions of
order not provided thereby.

16. At the Ordinary General Meeting, the following business shall be conducted and in the
following order:

(a) The presentation and confirmation of the minutes of the previous general meeting
of Convocation;
(b) Statements and Report by the Chairman;
(c) Questions;
(d) The election, if it be part of the business of the meeting, of members of the
Standing Committee;
(e) To sanction or remove each of the Standing Committee members who have been
appointed to fill casual vacancies in the Standing Committee;
(f) To receive report from the Standing Committee and reports (if any) from the
sub-committees;
(g) Any special business of which due notice has been given; and
(h) Any business which the Chairman considers urgent and directs to be transacted
without notice thereof being given.

17. At an extraordinary general meeting, the only business to be transacted shall be that
specified in the notice convening the meeting which shall include the presentation and
confirmation of the minutes of the previous general meeting, and such further business
which the Chairman considers urgent and directs to be transacted without notice thereof
being given.

18. The Chairman, or the chairman of any general meeting, may, with the consent of any
meeting at which a quorum is present, adjourn the meeting from time to time and from
place to place, but no business shall be transacted at any adjourned meeting other than
the business left unfinished at the meeting from which the adjournment took place.
When a meeting is adjourned, it shall not be necessary to give any notice of the
adjourned meeting.

19. All resolutions or motions which may be put to vote at a general meeting shall be
decided by a majority of votes of the members entitled to vote present in person or by
proxy and, in case of an equality of votes, the chairman of the meeting shall have a
casting vote in addition to his original vote.
20. At any general meeting a resolution or motion put to the vote of the meeting shall (except on election of members to the Standing Committee) be decided on a show of hands, unless (before the declaration of the result of the show of hands) a poll is demanded by at least five members entitled to vote present in person or by proxy, and unless a poll is so demanded, a declaration by the Chairman, or the chairman of the meeting that a resolution or motion has, on a show of hands, been carried, or carried unanimously, or by a particular majority, or lost shall be conclusive.

21. If a poll is duly demanded it shall be taken in such manner as the Chairman or the chairman of the meeting directs, and the result of the poll shall be deemed to be the resolution of the meeting at which the poll was demanded.

22. Minutes of every general meeting of Convocation shall be signed by the Chairman or a person acting in his place which shall be conclusive evidence of the proceedings at such meeting.

**VOTES**

23. A register of the members of Convocation kept by the Registrar shall be conclusive evidence that any person whose name appears therein at the time of claiming to vote at any general meeting is entitled to a vote and that any person whose name does not appear therein is not so entitled. Any reference to 'members entitled to vote' in the Constitution and Rules shall be construed accordingly.

24. Except for elections, votes may be given by members or by proxies. Where election of Standing Committee members is to take place at the meeting, the instruments of proxy may contain the votes of the appointors on the candidates standing for the election. Whether or not an appointor has so cast his votes on the candidates standing in the election, the appointor’s proxy cannot cast the votes in the election on behalf of the appointor.

25. The instrument appointing a proxy shall be in writing under the hand of the appointor.

26. The instrument appointing a proxy shall be deposited with the Clerk not less than 72 hours before the time for holding the meeting or adjourned meeting, at which the person named in the instrument proposes to vote, and in default the instrument of proxy shall not be treated as valid.

27. The instrument appointing a proxy shall be deemed to confer authority to demand or join in demanding a poll.

**QUESTIONS**

28. Questions of which not less than seven days' notice in writing shall have been given to the Clerk may be addressed to the Chairman in any general meeting of Convocation who may make such reply as he thinks fit and proper.
NOTICE AND DOCUMENT TO CLERK

29. If at any time the office of the Clerk is vacant, all notices and documents to be sent to the Clerk under these Rules may be sent to the Chairman and all such notices sent addressed to the Clerk shall be deemed to be sent to the Chairman.

ELECTIONS BY CONVOCATION

30. All elections at the Ordinary General Meetings of Convocation shall be conducted in accordance with these Rules.

31. Election of members of the Standing Committee shall be conducted by secret ballot and, if so decided by the Standing Committee, by electronic voting.

32. The Clerk, or if his office be vacant, a member of the Standing Committee appointed by it for the purpose, on the Standing Committee's being satisfied that a vacancy has arisen or will arise among members of the Standing Committee, shall make an announcement to members in the same manner as a notice of general meeting of the vacancy, inviting nominations and stating the relevant rules on eligibility, length and term of office and closing date for nomination.

33. Candidates for election to the members of the Standing Committee must be nominated in writing by at least ten members entitled to vote. All nominations shall be sent to the Clerk together with a signed statement by the candidate that he is willing to stand.

34. The notice of the general meeting at which an election will take place shall include a list of all candidates for members of the Standing Committee who have been duly nominated and the first ten valid nominators of each candidate.

35. Where there are as many or less candidates as the number of vacancies to be filled, the candidates will be declared to be elected ipso facto at the meeting at which election is to take place.

36. The Standing Committee may decide to authorise electronic voting for any election of Standing Committee membership, in so doing setting a deadline for electronic voting before the general meeting at which the election is to take place.

37. In relation to each election of Standing Committee membership, the Standing Committee shall appoint a person to act as the election scrutineer with powers to administer electronic voting and scrutinise and determine the election result.

38. A member who has voted electronically shall not be entitled to vote again at the election at the general meeting whether in person or by proxy and he is not entitled to a ballot paper at the general meeting.

39. At a meeting at which voting is to be made to elect members of the Standing Committee, each member entitled to vote present at the meeting personally and wishing
to vote shall be given one ballot paper containing a list of the names of the candidates. Each member voting shall place a cross against the name or names of the candidate or candidates for whom he wishes to vote, the number of such crosses in the case of a multi-seat election not to exceed the number of vacant seats. The chairman of the meeting shall vote on behalf of the absent members who have appointed him as proxy in accordance with their instructions in the proxy forms. He shall fix the time for the close of ballot.

40. Subject to challenge in accordance with these Rules, the decision of the election scrutineer as to whether a vote has been validly cast shall be final.

41. After the close of ballot, the election scrutineer shall, after examining the votes cast by members electronically and at the general meeting, determine the result of the election as follows and shall as soon as possible convey such result (but not the number of votes cast for each candidate) to the chairman of the meeting who shall then declare the same to the meeting. Those candidates (not exceeding in number the number of vacant seats) who receive the greatest number of votes shall be the elected candidates. In case of equality of votes, the chairman of the meeting shall have casting vote(s) matching the number of the relevant vacancies.

42. Subject to challenge in accordance with these Rules, a declaration of the result of election by the chairman of the meeting shall be final unless a second count is demanded by not less than five members entitled to vote and present in person. A declaration by the chairman of the meeting of the result of election after the second count shall be final and conclusive.

43. (a) Within 7 days after the general meeting at which a declaration of the result of an election of Standing Committee membership has taken place, any candidate in the election may in writing addressed to the Chairman challenge the result of the election and require the matter to be referred to a challenge committee constituted in accordance with this Rule.

(b) The challenge committee shall consist of the chairman of the relevant general meeting and 2 other members of Convocation appointed by him. In the event of a vacancy in the challenge committee, the chairman of the relevant general meeting may appoint another member of the Convocation to be a member of the challenge committee.

(c) The challenge committee shall receive and consider submissions from the candidates in the election and the election scrutineer and for this purpose make procedural directions.

(d) The challenge committee shall decide on who among them is to act as the chairman.

(e) Decisions in the challenge committee are made by a majority of votes. In the event of equality of votes, the chairman of the challenge committee shall have a casting vote.

(f) The decision of the challenge committee shall be final and conclusive as to the
election result. The challenge committee is not bound to give reasons for the decisions.

44. After the declaration of the result of election by the chairman of the meeting, all ballot papers shall be placed in the custody of the Chairman and shall be made available to the challenge committee in its consideration of a challenge. The ballot papers shall then be destroyed.

45. A retiring Chairman, Deputy Chairman, Clerk or member of the Standing Committee shall act as Chairman, Deputy Chairman, Clerk or member of the Standing Committee throughout the meeting at which he retires.

**PROCEEDING OF STANDING COMMITTEE**

46. The Standing Committee shall meet together at least once every half calendar year for the dispatch of business, adjourn and otherwise regulate their meetings, as it thinks fit. Questions arising at any meeting shall be decided by a majority of votes.

47. The procedure for appointing a Convocation member to fill a casual vacancy in the Standing Committee shall be:

   (a) as soon as practicable after a casual vacancy in the Standing Committee has arisen, the Chairman shall decide whether or not the vacancy should be filled and if so, whether the appointment to fill the vacancy is to be done by election at a Standing Committee meeting or by postal ballot by Standing Committee members;
   
   (b) upon the Chairman deciding to fill the vacancy, the Clerk shall by written notice inform all Standing Committee members of the vacancy and invite nominations from the Standing Committee members for the vacancy within a time limit which expires at least 7 days before either the Standing Committee meeting at which the decision to appoint is to be made or the scheduled opening date of the postal ballot by Standing Committee members, as the case may be;
   
   (c) each nomination shall be proposed and seconded by Standing Committee members and contain the candidate’s name, address, descriptions of his qualifications to be a member of the Convocation and signature;
   
   (d) each Standing Committee member cannot propose and second more candidates than vacancies;
   
   (e) appointment to fill the vacancy shall be made by election at a Standing Committee meeting or by postal ballot by Standing Committee members provided that where the number of candidates is less than or equals to the number of casual vacancies in the election, the candidates shall be declared elected ipso facto; and
   
   (f) in the event of an equality of votes at an election, the Chairman shall have a casting vote.

48. The quorum necessary for the transaction of the business of the Standing Committee shall be five.

49. The Standing Committee may act notwithstanding any vacancy in its body.
50. The Standing Committee shall have power to invite any member or officer of the University to attend any meeting of the Committee or of any sub-committee, or to serve as a member of sub-committee appointed by it.

51. All acts done by any meeting of the Standing Committee, or of a sub-committee appointed by the Standing Committee or by any person acting as a member of the Standing Committee, shall, notwithstanding that it shall afterwards be discovered that there was some defect in the appointment of such sub-committee or election of any member of the Standing Committee or of any such member acting as aforesaid, or that they or any of them were disqualified, be as valid as if every such sub-committee was duly appointed and any such member was duly elected.

52. At the discretion of the Chairman, or where his office is vacated, the Deputy Chairman, or the office of the Deputy Chairman is also vacated, the majority of the members of the Standing Committee, the business of the Standing Committee may be transacted by circular and a resolution in writing signed by a simple majority of the members of the Committee shall be as valid and effectual as if it had been passed at a meeting of the Committee duly summoned, constituted and held. A message sent by a member of the Committee through cable, telex, fax, electronic or any other form of communication acceptable to the Chairman shall be deemed to be a resolution in writing signed by him for the purpose of this rule.

MEMBERS OF COURT

53. The Standing Committee shall elect among their own Committee members twelve members to the Court provided that no member of the Standing Committee who is a member of the Court by virtue of any paragraph of Statute XV other than paragraph 1(d)(ii) thereof shall be eligible for election by the Standing Committee. The procedure for electing such members of the Court shall be:

(a) within 3 months before a vacancy is due to arise or as soon as practicable after a vacancy of such member of the Court has arisen, the Chairman shall decide if the election to fill such Court vacancy is to be done at a Standing Committee meeting or by postal ballot by Standing Committee members;

(b) upon the decision by the Chairman to conduct the election to fill such Court vacancy at a Standing Committee meeting or by postal ballot by Standing Committee, Clerk shall by written notice inform all Standing Committee members of the vacancy in the Court and invite nominations from the Standing Committee members for the vacancy within a timelimit which expires either at least 7 days before the Standing Committee meeting at which the decision to appoint is to be made or the scheduled opening date of the postal ballot by Standing Committee members, as the case may be;

(c) each nomination shall be proposed and seconded by Standing Committee members and contain the candidate’s name and signature;

(d) each Standing Committee member cannot propose and second more candidates than vacancies; and

(e) election shall take place at either a Standing Committee meeting or by postal ballot by Standing Committee members provided that where the number of candidates is
less than or equals to the number of vacancies in the election, the candidates shall be declared elected ipso facto; and

(f) in the event of an equality of votes at an election, the Chairman shall have a casting vote.

54. Members of the Court elected by the Standing Committee shall hold office for three years at a time subject however to determination ipso facto if their tenure of office as members of the Standing Committee shall cease or expire or if they shall resign from the office as member of the Court.

55. Members of the Court elected by the Standing Committee are eligible for re-election.

56. The Standing Committee shall from time to time and as often as such case arises, inform the Court of the term of office of members elected to the Court by the Standing Committee and the cessation or expiry of such term and also any registration from the office as member of Court.

57. No person shall be elected member of the Court unless he has been a member of Convocation for at least five years.

58. Of the twelve members elected by Standing Committee to the Court not more than four shall be officers, teachers or staff of the University or be in receipt of any salary or stipend therefrom at the time of their election or during period of office.

59. If a member of the Court elected by the Standing Committee wishes to resign his membership from the Court, he shall give to the Clerk notice of his resignation.

60. In the event of a member elected to the Court resigning from such membership, the Standing Committee shall elect from among their own Committee members another person to be member of the Court but whose term of membership to Court shall expire at the same time as if he was elected as member of the Court on the same day as the resigning member whom he is appointed to replace.

FINANCE

61. Funds raised by Convocation from among its own members and from others shall be lodged with the Director of Finance and recorded separately by him.

ALTERATIONS IN STATUTES AND REGULATIONS OF THE UNIVERSITY

62. The opinion of Convocation on the draft of any new Statute or Regulation which may be communicated to it by the Court shall be submitted to the Court through the Chairman of Convocation, who shall for this purpose transmit to the Vice-Chancellor a report of the meeting of Convocation at which the opinion was expressed signed by him and counter-signed by the Clerk.

63. Whenever Convocation shall desire to petition the Chancellor to withhold his approval
of the whole or any part of any new Statute or Regulation made by the Court, a resolution shall be passed authorising the Chairman and Deputy Chairman of Convocation (or one of them if the other is unable to act) to sign, and the Clerk to countersign, the Petition for and on behalf of Convocation.

ALTERATION IN RULES OF CONVOCATION

64. Convocation in general meeting may by resolution rescind, amend or add to the Constitution and Rules.

TRANSITIONAL PERIOD

65. These Constitution and Rules shall come into effect immediately on being adopted by Convocation and the old Constitution and Rules shall remain valid and effective only if it is absolutely necessary for the continuation of business of Convocation during the transitional period between the adoption of these Constitution and Rules until these Constitution and Rules shall come into full effect.