

**The Hong Kong Polytechnic University**  
**College of Professional and Continuing Education (CPCE)**  
**College Council**

**Terms of Reference**

1. To govern CPCE and to develop its mission and strategic directions;
2. To establish and approve major policies for its management in accordance with the mission and strategic directions of CPCE;
3. To approve the business plans and annual budget of CPCE and its units;
4. To approve other operating and capital investment budget, tuition fees and other income, lease and purchase of property;
5. To approve staffing and compensation policy;
6. To appoint, on the recommendation of the President of PolyU, Heads of the constituent school, college or other operating unit(s) of CPCE;
7. To have the right to delegate part of its authority to its committees or the Dean (PCE); and
8. To co-opt up to two members to serve on the College Council.

## **Composition and Membership List**

### **Chairperson**

*President of PolyU*  
Professor Timothy Tong

### **Vice-Chairperson**

*A Senior PolyU staff member, appointed by the President of PolyU*  
Professor Philip Chan, Deputy President & Provost

### **Ex-officio members**

*Executive Vice President*  
Dr Miranda Lou

*Dean, College of Professional and Continuing Education*  
Professor Peter Yuen

*Finance Officer of College of Professional and Continuing Education*  
Miss Wong Soo Kam, Director of Finance

### **Appointed members**

*Three Senate members of PolyU, appointed by the President of PolyU*

Professor Albert PC Chan, Head of Department of Building and Real Estate & Chair  
Professor of Construction Engineering & Management

Professor Chu Hung-lam, Dean of Faculty of Humanities, Chair Professor of Chinese  
Culture & Honorary Director of Confucius Institute of Hong Kong

Professor Maurice Yap, Chair Professor of School of Optometry & K.B. Woo Family  
Professor in Optometry

*Three external members, appointed by the President of PolyU*

Ir Dr Humphrey Leung, Founder & CEO, Growgreen Limited

Dr Henry Tan, Chief Executive Officer, Luen Thai Group Limited

Mr Alex C.B. Wong, Managing Partner, C.B. Wong & Co.

### **Secretary**

*A senior member from College of Professional and Continuing Education, appointed by the  
President of PolyU*

Ms Cathy Ho, Head of Administration, College of Professional and Continuing  
Education

**Assistant Secretary**

*A senior member from College of Professional and Continuing Education, appointed by the President of PolyU*

Ms Polly Kwan, Deputy Head of Administration, College of Professional and Continuing Education

*(With effect from 1 July 2018)*