

# HONG KONG BAPTIST UNIVERSITY STATUTES

## STATUTE I

### GENERAL

1. The Council may by regulation provide for all matters which by the Hong Kong Baptist University Ordinance (hereinafter called the Ordinance) it is empowered to regulate.
2. All such regulations shall come into operation on the day on which they are made unless otherwise provided for by the Council.

## STATUTE II

### THE COURT

1. The Court shall consist of –
  - (a) 8 members nominated by the Baptist Convention of Hong Kong and appointed by the Chancellor;
  - (b) the 8 members of the Council appointed under section 15(1)(b) of the Ordinance, *ex officio*;
  - (c) 9 members nominated by the members appointed under paragraphs (a) and (b) and appointed by the Council;
  - (d) 3 members elected by the eligible staff from among their number in accordance with Statutes made under section 30 of the Ordinance and appointed by the Council;
  - (e) the President and Vice-Chancellor, *ex officio*;
  - (f) the Vice-Presidents, *ex officio*;
  - (g) the Dean of each Faculty/School or equivalent body, *ex officio*;
  - (h) the President for the time being of the Hong Kong Baptist University Students' Union, *ex officio*;
  - (i) the President of the Hong Kong Baptist University Alumni Association, *ex officio*; and
  - (j) honorary members appointed by the Council.

2.
  - (a) The Chairman of the Court shall come from the member of the Court under paragraph 1(b) who is the Chairman of the Council.
  - (b) The Deputy Chairman of the Court shall come from the member of the Court under paragraph 1(b) who is the Deputy Chairman of the Council.
  - (c) The Treasurer of the Court shall come from the member of the Court under paragraph 1(b) who is the Treasurer of the Council.
3.
  - (a) The Deputy Chairman shall act as Chairman if the Chairman is absent from Hong Kong or is, for any other reason, unable to act as Chairman.
  - (b) If for any period both the Chairman and the Deputy Chairman are unable by reason of absence from Hong Kong or incapacity to perform the functions of their respective offices, or if for any period both of those offices are vacant, the members under paragraph 1(a) to 1(i) may appoint one of the members appointed under paragraph 1(b) to act as Chairman during that period.
4.
  - (a) Any members appointed by the Chancellor or the Council, other than honorary members appointed under paragraph 1(j), shall be appointed for a period of 3 years or such lesser period as the Chancellor or the Council may in any particular case appoint, but may from time to time be reappointed.
  - (b) Any honorary members appointed under paragraph 1(j) shall be appointed for a period of 5 years or such lesser period as the Council may in any particular case appoint, but may from time to time be reappointed.
5. Any members, honorary or otherwise, may at any time, by notice in writing to the Chancellor or the Council (as the case may be), resign from the Court but this paragraph shall not apply to an *ex officio* member.
6. The functions of the Court shall be as set out in the Ordinance.

### **STATUTE III**

#### **MEETINGS OF THE COURT**

1. The Court shall meet at least once in each academic year.
2. Meetings of the Court shall be held at such times and places as the Chairman may appoint.
3. The smallest whole number not less than one half of its members under paragraph 1(a) to 1(i) of Statute II for the time being holding office shall form a quorum at a meeting of the Court.
4. Subject to the provisions of any statutes made by the Council with respect to the proceedings of the Court pursuant to section 30(aa) of the Ordinance, the Court may determine its own meeting procedures.

## STATUTE IV

### THE SENATE

1. The Senate shall consist of –
  - (a) the President and Vice-Chancellor, *ex officio*, who shall be Chairman;
  - (b) the Provost, *ex officio*, who shall be Deputy Chairman;
  - (c) the Academic Registrar, *ex officio*, who shall be Secretary;
  - (d) the Vice-Presidents, *ex officio*;
  - (e) the Associate Vice-Presidents, *ex officio*;
  - (f) the Dean of each Faculty/School or equivalent body, *ex officio*;
  - (g) the Dean, Graduate School [concurrently held by Vice-President (Research and Development)], *ex officio*;
  - (h) the Director, Academy of Visual Arts, *ex officio*;
  - (i) the Head of each academic Department or equivalent body, *ex officio*;
  - (j) the Chaplain, *ex officio*;
  - (k) the Director of General Education, *ex officio*;
  - (l) the Director, Centre for Holistic Teaching and Learning, *ex officio*;
  - (m) the Director of Information Technology, *ex officio*;
  - (n) the Director of Student Affairs, *ex officio*;
  - (o) the University Librarian, *ex officio*;
  - (p) academic staff members elected by and from each Faculty/School Board or equivalent body and the Board of Academy of Visual Arts, with three from the Faculty of Arts, three from the School of Business, one from the School of Chinese Medicine, two from the School of Communication, one from the School of Continuing Education, three from the Faculty of Science, three from the Faculty of Social Sciences and one from the Academy of Visual Arts;
  - (q) the President for the time being of the Hong Kong Baptist University Students' Union, *ex officio*;

- (r) the President for the time being of the Hong Kong Baptist University Postgraduate Association, *ex officio*;
  - (s) one undergraduate student from each Faculty/School or equivalent body and the Academy of Visual Arts, who shall be elected by the undergraduate students in that Faculty/School or equivalent body and the Academy of Visual Arts respectively;
  - (t) one taught postgraduate student and one research postgraduate student elected by the postgraduate students; and
  - (u) up to five co-opted staff members.
2. The Senate shall have the power to invite staff members as appropriate to attend the Senate meetings either regularly or for any particular item of business.
  3. Members of the Senate elected under paragraph 1(p) and 1(u) shall be appointed by the Chairman for a period of 2 years or such lesser period as the Chairman may in any particular case appoint, but may from time to time be eligible for reappointment.
  4. Members of the Senate elected under paragraph 1(s) and 1(t) shall be appointed by the Chairman for a period of 1 year or such lesser period as the Chairman may in any particular case appoint, but may from time to time be eligible for reappointment.
  5. The Senate shall meet at least twice within an academic year and at any other time at the direction of the Chairman or on the written request of one-fifth or more of the members of the Senate for the time being.
  6. The smallest whole number not less than one half of its members for the time being holding office shall form a quorum at a meeting of the Senate.
  7. (a) Student members of the Senate, and of such committees and other bodies as the Senate may establish, shall not be entitled to participate in that part of meetings of the Senate and/or of the committees and bodies set up by the Senate which deals with reserved areas of business nor to see papers or any other documents relating thereto.
    - (b) The reserved areas of business are –
      - (i) matters affecting the admission and academic assessment of students as individuals;
      - (ii) any other matters of a like or different nature considered by the Chairman to be reserved areas of business.

- (c) The Chairman or any person presiding over the meeting of the Senate or any committee or other body established by the Senate, as the case may be, shall decide in any case of doubt whether or not a matter falls within one of the reserved areas of business and his decision shall be final.

## STATUTE V

### POWERS AND DUTIES OF THE SENATE

Subject to the provisions of the Ordinance and to the availability of the funds provided by the Council, the Senate shall have the following powers and duties –

1. to promote and provide guidance for the development of academic courses and programmes of study which are in line with the objects and educational philosophy of the University, and to keep the quality of such courses and programmes under constant review;
2. to promote and regulate the teaching, learning and research activities in the University;
3. to make regulations from time to time in respect of the following matters –
  - (a) the assessment of proposals for developing new courses and/or new subjects;
  - (b) the conduct of examinations and other forms of assessment for students;
  - (c) the admission, promotion, registration, graduation and residence of students;
  - (d) the conditions for the academic awards of the University;
  - (e) the use of University libraries, laboratories, workshops and other educational facilities;
  - (f) the award of student scholarships, bursaries and other prizes based on academic performance of the students;
4. to recommend to the Council the institution of awards of distinction for study or research;
5. to approve the appointment of external examiners;
6. to approve student graduation and the academic awards of the University in accordance with the Statutes and all relevant University regulations currently in force;

7. to require any student to terminate his studies at the University either on academic or disciplinary grounds, or on other grounds deemed as appropriate;
8. to decide on matters affecting the welfare and discipline of students;
9. to appoint committees and working parties to make reports and recommendations to the Senate for its decision;
10. to delegate any of its powers to any member or any committee of the Senate;
11. to determine its own meeting procedures, subject to the provisions of any statutes made by the Council with respect to the proceedings of the Senate pursuant to section 30(a) of the Ordinance;
12. to consider matters referred to the Senate by the Council;
13. to make recommendations to the Council on the establishment of faculties and schools.

## **STATUTE VI**

### **FACULTY/SCHOOL BOARDS**

1. The Board of each Faculty/School or equivalent body shall consist of –
  - (a) the respective Dean, *ex officio*, who shall be Chairman;
  - (b) the President and Vice-Chancellor, *ex officio*;
  - (c) the Provost, *ex officio*;
  - (d) the Academic Registrar, *ex officio*;
  - (e) full-time academic staff members of the rank at or above Assistant Lecturer within the Faculty/School or equivalent body, *ex officio*;
  - (f) student representatives, one from each department or major or option, as the Chairman of the Board may decide, of the Faculty/School or equivalent body, nominated by the relevant body;
  - (g) such other co-opted staff members, subject to the endorsement of the Senate.
2. The Board shall have the power to invite staff members as appropriate to attend the Board meetings either regularly or for any particular item of business.

3. The Secretary of the Board shall be elected from among members under paragraph 1(e) above by all members of the Board and appointed by the Chairman for a term of 1 year, and shall be eligible for reelection and subsequent reappointment.
4. Members of the Board nominated under paragraph 1(f) shall be appointed by the Chairman for a period of 1 year or such lesser period as the Chairman may in any particular case appoint, but may from time to time be eligible for reappointment.
5. Members of the Board co-opted under paragraph 1(g) shall be appointed by the Chairman for a period of 2 years or such lesser period as the Chairman may in any particular case appoint, but may from time to time be eligible for reappointment.
6. Each Faculty/School Board shall meet at least twice within an academic year and at any other time at the direction of the Chairman.
7. Each Faculty/School Board may determine its own meeting procedures, subject to the provisions of any statutes made by the Council with respect to the proceedings of the boards of the faculties and schools pursuant to section 30(ca) of the Ordinance.
8. The smallest whole number not less than one half of its members for the time being holding office shall form a quorum at a meeting of any Board.

## **STATUTE VII**

### **POWERS AND DUTIES OF FACULTY/SCHOOL BOARDS**

Subject to the provisions of the Ordinance, each Faculty/School Board or equivalent body shall have the following powers and duties –

1. to be responsible to the Senate for the coordination and improvement of teaching programmes and research activities of the departments within the Faculty/School or equivalent body;
2. to make recommendations to the Senate concerning curriculum development and revision;
3. to make recommendations to the Senate on the appointment of external examiners;
4. to make recommendations to the Senate or other appropriate bodies on the provision of resources to the Faculty/School or equivalent body;
5. to undertake such other functions and activities as may be requested by the Senate.

## STATUTE VIII

### COMMENCEMENTS

1. For the purpose of conferring degrees and other academic awards and for such other purposes as may be determined by the Council, at least one Commencement of the whole University shall be held in each academic year.
2. The procedure of Commencements shall be determined by the Chancellor.
3. The Chancellor or the Chairman of the Council or the President and Vice-Chancellor shall preside at the Commencement. In the absence of the above officers, the Chairman of the Council may appoint the Deputy Chairman of the Council, the Treasurer of the Council, or the Provost/Vice-Presidents to preside at the Commencement.

## STATUTE IX

### DEGREES AND OTHER ACADEMIC AWARDS

1. The degrees and other academic awards which may be conferred by the University shall be –
  - (a) Associate Degrees
    - Associate Degree of Arts
    - Associate Degree of Science
  - (aa) Diplomas
    - Diploma
    - Higher Diploma
    - Postgraduate Diploma
  - (b) Bachelor's Degrees
    - Bachelor of Arts (BA)
    - Bachelor of Business Administration (BBA)
    - Bachelor of Chinese Medicine (BCM)
    - Bachelor of Commerce (BCom)
    - Bachelor of Communication (BComm)
    - Bachelor of Education (BEd)
    - Bachelor of Pharmacy in Chinese Medicine (BPharm in CM)
    - Bachelor of Science (BSc)
    - Bachelor of Social Sciences (BSocSc)
    - Bachelor of Social Work (BSW)
    - Bachelor of Social Work and Social Administration (BSWSA)



(c) Master's Degrees

Master of Accountancy (MAcc)  
Master of Acupuncture and Moxibustion (MAM)  
Master of Arts (MA)  
Master of Business Administration (MBA)  
Master of Chinese Medicine (MCM)  
Master of Education (MEd)  
Master of Fine Arts (MFA)  
Master of Human Resources Management (MHRM)  
Master of Pharmaceutical Sciences (MPS)  
Master of Philosophy (MPhil)  
Master of Public Administration (MPA)  
Master of Science (MSc)  
Master of Social Sciences (MSocSc)  
Master of Social Work (MSW)  
Master of Visual Arts (MVA)

(d) Doctoral Degrees

Doctor of Business Administration (DBA)  
Doctor of Education (EdD)  
Doctor of Philosophy (PhD)

(e) Honorary Degrees

Doctor of Business Administration *honoris causa* (DBA *honoris causa*)  
Doctor of Divinity *honoris causa* (DD *honoris causa*)  
Doctor of Engineering *honoris causa* (DEng *honoris causa*)  
Doctor of Humanities *honoris causa* (DHum *honoris causa*)  
Doctor of Laws *honoris causa* (LLD *honoris causa*)  
Doctor of Letters *honoris causa* (DLitt *honoris causa*)  
Doctor of Science *honoris causa* (DSc *honoris causa*)  
Doctor of Social Sciences *honoris causa* (DSocSc *honoris causa*)  
Doctor of Visual Arts *honoris causa* (DVA *honoris causa*)

2. New degrees and academic awards may be established from time to time by the University.
3. No degree or academic award other than an honorary degree or an honorary academic award shall be conferred on any person who has not –
  - (a) completed an approved course of study;
  - (b) passed the appropriate examinations or other testing or assessment procedure;
  - (c) complied in all respects with the academic regulations made from time to time by the Senate and with all other regulations made from time to time by the University.

4. Honorary degrees or honorary academic awards may be conferred by the University on any person who has rendered distinguished service to the University or the community, in the advancement of learning and knowledge or otherwise, or who in the opinion of the Council is worthy of such a degree or academic award for outstanding human endeavour or devotion to the greater good of mankind.
5. The Council shall not recommend the award of honorary degrees or honorary academic awards except after consideration of recommendations submitted by the Honorary Degrees Committee of the Council.
6. The University reserves the right to rescind a degree or academic award already conferred upon a person but any degree or academic award conferred shall not be rescinded except for good cause and on the resolution of both the Senate and the Council.

## **STATUTE X**

### **FURTHER REGULATIONS**

1. Pursuant to section 30 of the Ordinance, the Council may make further regulations to provide for –
  - (a) the discipline of persons in the employment of the University;
  - (b) the regulation of the conduct and discipline of students of the University;
  - (c) the conferring of degrees and academic awards including honorary degrees and honorary awards;
  - (d) the holding and conduct of elections for the purpose of electing members of the eligible staff for appointment to the Council under section 15(1)(d) of the Ordinance and to the Court in accordance with paragraph 1(d) of Statute II.
2. These regulations shall become Schedules to the Statutes and shall be placed at the Office of the President and Vice-Chancellor and made available for reference by staff and students of the University.