

MEMO

From: PVC-AA

To: Office Managers, Academic Affairs Branch
- for internal circulation

Date: 18 May 1994

c.c.: VC/P, PVCs, Deans, APVCs, DPC, DP

Academic Affairs Branch Brief on Appointment Matters

(Issue No. 2/94 18 May 1994)

[This report is also posted on the Electronic Noticeboard of the University computer network and can be accessed for viewing from the folder: "AA_News".]

Honor Roll

Prof Leroy CHANG, Dean of Science and Professor of Physics, has been elected member of the United States National Academy of Sciences.

Prof Gerhard HEINKE, Professor of Civil and Structural Engineering and Director of the Institute for Environmental Studies, has been elected Fellow of the Canadian Academy of Engineering.

Dr Maria LUNG, Associate Professor in Department of Biology, has been elected to Fellowship in the American Academy of Microbiology.

Search Committee for Dean of Engineering

Upon the resignation of Prof H K Chang as the Dean of Engineering, to be effective from 1 October 1994, the following have been appointed by the VC/P, per recommendation by PVC-AA, to serve on the Search Committee for Dean of Engineering:

Chairman :	Prof Eugene WONG	Pro-Vice-Chancellor for Research & Development
Members :	Prof Donald CHANG	Professor of Biology
	Prof Roland CHIN	Professor of Computer Science
	Prof Hoi-Sing KWOK	Professor of Electrical & Electronic Engineering
	Dr Xiao-Yuan LI	Assistant Professor in Department of Chemistry
	Prof Mitchell TSENG	Professor and Head of Department of Industrial Engineering
	Prof Wilfried VANHONACKER	Professor and Head of Department of Marketing
	Dr Matthew YUEN	Senior Lecturer in Department of Mechanical Engineering

Search Committee for Division Head of Social Science

The following faculty members have been appointed by the Dean of Humanities and Social Science, with the approval of PVC-AA, to serve on the Search Committee for the Head of Division of Social Science:

Chairman :	Prof William LIU	Professor and Acting Head of Division of Social Science
Members :	Prof Jay Chung CHEN	Director of Research Centre and Professor of Mechanical Engineering
	Dr Leonard CHENG	Associate Dean of Business and Management, Reader and Acting Head of Department of Economics
	Prof William TAY	Professor of Humanities
	Dr Edward TU	Senior Lecturer in Division of Social Science

University Appointments and Substantiation Committee (UASC)

Between 1 November 1993 and 30 April 1994, the UASC reviewed 20 senior appointments, 8 academic review cases, and 7 substantiation cases (including 1 case for qualification to serve on substantiation review committees).

Administrative Appointments (1 March 1994 - 30 April 1994)

School of Humanities & Social Science

Dr Michelle YEH	Acting Head (Re-appointed)	Division of Humanities	1.4.94 - 31.8.94
Prof William LIU	Acting Head	Division of Social Science	15.4.94 - 15.10.94

Centres/Institutes

Prof Hsin-Kang CHANG	Interim Director	Advance Manufacturing Institute	25.4.94 - 31.8.94
Prof Yiu-Wing MAI	Interim Director	Centre of Advanced Engineering Materials	25.4.94 - 31.8.94

Academic Appointments

Between 1 March 1994 and 30 April 1994, the University had made 49 academic appointment offers. As of 30 April 1994, 28 appointees had accepted our offers, 17 had not replied, and 4 declined.

The following faculty members came on board in the months of:

March 1994

Dr David GODIN	Vis Scholar	Biochemistry
Dr Hong XUE	Vis Scholar	Biochemistry
Prof Shang-Fa YANG	Professor	Biology
Dr Hui OU-YANG	Assistant Professor	Chemistry
Prof Xue-Yuan HOU	Vis Scholar	Civil & Structural Engineering
Prof Charles CAMPBELL	Vis Professor	Physics
Prof David SHERRINGTON	Vis Professor	Physics

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Dr Fwu-Shan SHEU	Assistant Professor	Biochemistry
Dr Andrew L T CHENG	Vis Lecturer	Physics
Dr Shechao FENG	Vis Senior Lecturer	Physics
Dr Bertram Emil SHI	Assistant Professor	Electrical & Electronic Engineering
Mr Yuliu CHEN	Vis Scholar	Industrial Engineering
Prof Gerald ALBAUM	Vis Professor	Marketing

Faculty Advisory Committee for the Materials Characterization and Preparation Centre (MCPC)

The following faculty members were appointed by the PVC-AA to serve on the new term of Faculty Advisory Committee for the Materials Characterization and Preparation Centre (MCPC) starting from March 1994 :

Chairman :	Prof Ping KO	Department of Electrical & Electronics Engineering
Members :	Dr Raymond S C WONG	Department of Biochemistry
	Prof Donald CHANG	Department of Biology
	Dr Chi-Ming CHAN	Department of Chemical Engineering
	Prof Hiroyuki HIRAOKA	Department of Chemistry
	Prof Paul CHANG	Department of Civil & Structural Engineering
	Dr Matthew YUEN	Department of Mechanical Engineering
	Prof Michael LOY	Department of Physics
Ex Officio Member :	Director of MCPC (or his designated representative)	

Terms of Reference of the Committee:

- (a) to recommend policies to the PVC-AA governing the establishment and operation of MCPC;

- (b) to advise the PVC-AA and the Director of MCPC on the planning, budgeting, staffing and equipment procurement of MCPC;
- (c) to review the progress of all MCPC operations; and
- (d) to report Committee activities to the PVC-AA at least once a year.

Faculty Advisory Committee for the Office of Laboratory Services (OLS)

The following faculty members were appointed by the PVC-AA to serve on the new term of the Faculty Advisory Committee for the Office of Laboratory Services (OLS) starting from March 1994 :

Chairman :	Dr Tai-Chin LO	Department of Electrical & Electronics Engineering
Members :	Dr Raymond S C WONG	Department of Biochemistry
	Prof Donald CHANG	Department of Biology
	Dr Chak-Keung CHAN	Department of Chemical Engineering
	Dr Richard HAYNES	Department of Chemistry
	Dr Jun-Shang KUANG	Department of Civil & Structural Engineering
	Dr Chin-Tsau HSU	Department of Mechanical Engineering
	Dr Kwok-Kwong FUNG	Department of Physics
Ex officio Member :	Director of Laboratory Services (or his designated representative)	

Terms of Reference of the Committee:

- (a) to advise and make recommendations on the overall scope of services of the OLS;
- (b) to recommend policies to the PVC-AA governing the establishment and operation of central facilities which have been or will be assigned to OLS for supervision;
- (c) to advise the PVC-AA and Director of OLS on the planning and operation of OLS supervised central facilities;
- (d) to review the progress of OLS operations; and
- (e) to report Committee activities to the PVC-AA at least once a year.

Centre of Computing Service & Telecommunications Priorities Committee Working Group

The following staff and faculty members were appointed by the PVC-AA to serve on the Centre of Computing Service & Telecommunications (CCST) Priorities Committee Working Group:

- Chairman : Associate Pro-Vice-Chancellor for Academic Affairs (Services)
- Members : Director of Planning & Coordination
Director of Centre of Computing Services & Telecommunications
Director of Finance (or his designate)
Director of Admissions, Registration & Records (or his designate)
Dr Kar Yan TAM, Department of Business Information Systems (faculty representative)

Terms of Reference of the Working Group:

- (a) to establish and review procedures for requesting CCST development services by all departments and offices;
- (b) to review and monitor the status of development projects in progress;
- (c) to review all requests for CCST service in project development, either for new projects or modifications of completed projects; and
- (d) to set priorities of new projects or modifications to completed projects.

Academic Ranks and Titles

The policy on the new range of academic ranks and titles at HKUST, approved by the University Council and endorsed by the University and Polytechnic Grants Committee (UPGC) in February 1994, was announced in Personnel Circular No.1/94 on 21 March 1994.

Guidelines and Procedures for Internal Promotion in Title

In pursuance to the new range of academic ranks and titles announced in Personnel Circular No.1/94, the criteria and review procedures for internal promotion in title were promulgated in a document entitled "Implementation Guidelines and Procedures for Internal Promotion in Title", issued by PVC-AA on 29 March 1994.

University Guidelines and Procedures for Short-term Visiting Appointments

The University's existing policies and practices on short-term appointments were recapitulated and refined in a document entitled "University Guidelines and Procedures for Short-term Visiting Appointments". These guidelines and procedures were promulgated on 6 April 1994.

University Guidelines and Procedures for Adjunct Faculty Appointments

The University's existing policies and practices on adjunct faculty appointments were recapitulated and refined in a document entitled "University Guidelines and Procedures for Adjunct Faculty Appointments". These guidelines and procedures were promulgated on 6 April 1994.

Regulations on Sabbatical Leave

The revised regulations on sabbatical leave, approved by the Standing Committee, were announced in Personnel Circular No.4/94 on 21 April 1994.

Academic Affairs Office
18 May 1994