

Schedule 2

CONVOCAATION OF THE CHINESE UNIVERSITY OF HONG KONG RULES OF ELECTION

General Provision

1. Rules of Election of the Convocation of The Chinese University of Hong Kong (hereinafter referred to as “Rules of Election”) are made by virtue of the Constitution of the Convocation of The Chinese University of Hong Kong. All elections at an Annual or Special Meeting shall be conducted in accordance with these Rules.

2. Election of all elected offices of the Convocation shall be by secret ballot.

Election of Offices

3. The Chairman, Vice-Chairman, elected members of the Standing Committee, and representatives of the Convocation to the University Council shall be elected by the Convocation.

4. All newly elected Chairman, Vice-Chairman, and members of the Standing Committee shall take up their offices in September 1st each year.

5. Upon the election of the Convocation representative(s) to the University Council, the representative(s) shall immediately be recommended to the University Council. The term of office(s) in the University Council shall become effective as soon as he is elected.

Returning Officer and Deputy Returning Officer

6. The Chairman of the Convocation shall serve as the Returning Officer. In the absence of the Chairman, or if the Chairman is a candidate in the election, the Vice-Chairman or other member designated by the Standing Committee shall be the Returning Officer.

7. The Secretary of the Convocation or his appointed deputy shall serve as the Deputy Returning Officer.

Nominations of Candidates

8. The Deputy Returning Officer shall publish the election business in at least one local newspaper and invite nominations from members at least seven weeks

before an Annual or Special Meeting at which election is to be held.

9. The announcement shall state:

- (a) the reasons for the election;
- (b) the terms and duties of office; and
- (c) the closing date for nomination, which shall be four weeks before the date of meeting.

10. Eligibility of candidacy for different offices are as follows:

- (a) Candidates of any elected office shall be:
 - (i) a member of the Convocation; and
 - (ii) ordinarily resident in Hong Kong.
- (b) In addition to rule 10(a), candidates for election as the Chairman, Vice-Chairman, or a member of the Standing Committee shall be nominated in writing by at least ten members of the Convocation. The nominee shall sign on the nomination document to signify his consent.
- (b1) In addition to rule 10(a), the Chairman of the Convocation, upon his being elected to the office, shall deem to be elected to represent the Convocation on the University Council, provided that:
 - (i) he does not hold an appointment in the University nor is he a member of the University Council; or
 - (ii) notwithstanding his holding any of the appointment or membership as specified in sub-subrule (i), he has agreed to resign from such appointment or membership should he be elected to the Chairmanship; and
 - (iii) he has indicated, at the time of his candidacy, his consent to represent the Convocation on the University Council.
- (c) In addition to rule 10(a), candidates for election as a representative to the University Council:
 - (i) shall be a member of the Standing Committee at the time of the election; and
 - (ii) a) shall not hold any appointment in the University nor is a member of the University Council; or

- b) notwithstanding his holding an appointment or membership as specified in sub-subrule (ii)a), he has agreed to resign from such appointment or membership should he be elected as a representative of the Convocation to the University Council; and
- (iii) shall give his consent to the Standing Committee to be a candidate before the election.
- (d) Only those holding an office in the Standing Committee can be elected as representative(s) of the Convocation to the University Council. Upon the expiry of his term as a member of the Standing Committee, the representative shall continue to serve on the University Council until a new representative to the University Council has been elected to succeed his office in the University Council at the next Annual or Special Meeting.

11. For the same election, a member of the Convocation shall only nominate one candidate for the Chairman's office, one candidate for the Vice-Chairman's office, and any such number of candidates not exceeding the total number of other vacant offices of the Standing Committee.

12. The Deputy Returning Officer shall prepare lists of all eligible candidates, and candidates for different offices shall be listed separately.

13. The lists of candidates shall be validated by the Returning Officer. Should there be any dispute to the eligibility of any candidate, it shall be resolved by the Standing Committee in the absence of the candidate(s) in question.

14. Where the number of eligible candidates duly nominated is equal to or less than the number of vacancies, no voting shall be necessary. The candidates so nominated shall then be deemed to be elected automatically.

15. The agenda papers for an Annual or Special Meeting at which an election is to be held shall include the lists of candidates for different offices.

16. (Repealed at an Annual General Meeting on June 26, 1999)

Voting

17. At an Annual or Special Meeting where elections of more than one category of offices are to be held, the

elections of different offices shall be conducted separately in accordance with the following order:

- (a) election of the Chairman;
- (b) election of the Vice-Chairman;
- (c) election of elected member(s) of the Standing Committee; and
- (d) election of representative(s) of the Convocation to the University Council.

17A. The Standing Committee may determine the manner of voting for the elections to be conducted in one or more of the following ways and establish the details, implementation timetable and rules for each manner of voting.

- (i) Electronic voting - Voting shall be conducted on a platform designated by the Standing Committee.
- (ii) Voting by delivery - Ballot paper shall be returned by mail or hand-delivered to a drop box at a designated place.
- (iii) In-person voting - Voting shall be conducted in person on the day of the meeting at the designated location.

17B. If, for any reason, electronic voting and voting by delivery are not available options to the Standing Committee, arrangements may be made for members of the Convocation to appoint other members to attend a meeting and to vote on behalf of their appointors in the election. Proxy voting by members of the Convocation shall be conducted in accordance with rule 8 of the Rules of Meeting.

17C. The Standing Committee may set out voting guidelines for the election on a meeting-by-meeting basis. A ballot not cast in accordance with the election voting guidelines shall be considered invalid.

17D. The Standing Committee may prescribe rules and implementation details for each manner of election voting in relation to registration, commencement and closing dates and time, and scrutinizing and counting of votes.

17E. Only those members who have successfully registered in accordance with rule 6 of the Rules of Meeting shall be entitled to vote in the election.

18. Each member who is entitled to vote in person on the same day as the meeting or being a proxy appointee, and who intends to take part in the voting, shall be given one ballot paper for each elected office. To cast a vote, each member shall indicate the candidate(s) for whom he wishes to vote in accordance with the instructions on the ballot paper. The total number of candidate(s) indicated shall not exceed the total number of vacant offices. The

closing time of voting shall be fixed by the Returning Officer.

18A. Any member who has inadvertently torn or damaged any ballot paper or has made an error in marking any ballot paper issued to him may ask the Returning Officer to exchange it for another unmarked ballot paper.

18B. Rule 18A, rules 19 to 23 and rule 25 of the Rules of Election shall apply only to the manner of voting referred to in rule 18 as stated above.

19. The sealed ballot box(es) shall be opened under the supervision of the Returning Officer together with the candidates concerned.

20. The Deputy Returning Officer shall have the right to appoint staff members to assist in counting the votes.

21. The Deputy Returning Officer shall, under the supervision of the candidates concerned, mark "void" on any of the following ballot papers.

- (a) a ballot paper received after the closing time of voting;
- (b) a ballot paper received with substantial damage(s); or
- (c) a ballot paper not being marked according to instructions.

22. The Returning Officer or the Deputy Returning Officer designated by the Returning Officer shall supervise the vote counting process. At the conclusion of the counting, the Returning Officer or the Deputy Returning Officer is entitled to decide whether re-verification shall be necessary. The Returning Officer shall conduct a re-verification upon receiving a request with good reason from not less than 20 members of the Convocation who have voting right.

23. After the counting of the votes, the following results shall be recorded in a pre-printed form which shall

be verified by the Deputy Returning Officer and confirmed in signature by the Returning Officer.

- (a) total number of ballot papers distributed;
- (b) total number of ballot papers received;
- (c) number of ballot papers declared void;
- (d) number of ballot papers with abstentions;
- (e) total number of valid votes;
- (f) number of votes for each candidate.

24. The declaration of the results of election by the Returning Officer shall be final unless a re-verification is demanded. In case of re-verification, the re-verification count shall be final.

25. At the conclusion of a count or a re-verification count, the Deputy Returning Officer shall keep all the ballot papers under sealed cover and destroy them 14 days after the announcement of the election results.

26. In any election, the candidate who receives the highest number of votes shall be elected to the office.

27. In the event that an elected member of the Standing Committee is elected to the office of the Chairman or Vice-Chairman, his vacancy in the Standing Committee shall be filled by the candidate who receives the highest number of votes among those unsuccessful candidates in that same election for the office of the Standing Committee. Should there be no other candidate in the election, such vacancy shall be filled in accordance with section 25(j) of the Constitution.

28. In case two or more candidates running for one vacant office are at a draw vote, the elected candidate shall be decided by drawing lots.

Interpretation of the Rules

29. The power to interpret these Rules shall be vested with the Standing Committee. In case of any dispute, the matter shall be resolved at an Annual or Special Meeting.

