

# 《香港中文大學校友評議會章程》

## 緣起

1. 香港中文大學校友評議會乃根據香港法例第1109章《香港中文大學條例》而成立之法定組織，其章程、職能、特權及其他與校友評議會有關的事宜，須符合《香港中文大學條例》與規程之規定，及須經大學校董會批准。

## 定義

2. 除非文意另有所指，在《香港中文大學校友評議會章程》及章則內：
  - 「條例」指《香港中文大學條例》；
  - 「大學」指香港中文大學；
  - 「規程」指《香港中文大學規程》；
  - 「教務會」及「校友評議會」分別指大學教務會及校友評議會；
  - 「原有書院」指下列任何一間書院：
    - (a) 崇基學院；
    - (b) 聯合書院；
    - (c) 新亞書院；
  - 「主席」、「副主席」及「秘書」分別指校友評議會主席、副主席及秘書；
  - 「章程」指《香港中文大學校友評議會章程》；
  - 「章則」指列於附表之校友評議會章則；
  - 「常務委員會」指校友評議會常務委員會；
  - 「校友會聯會」指香港中文大學校友會聯會有限公司；
  - 「週年會員大會」指校友評議會週年會員大會；
  - 「特別會員大會」指校友評議會週年會員大會以外之任何會員大會。

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## 目標

3. 校友評議會之目標為：
  - (a) 協助推廣大學之活動，增進大學之利益，達至大學之目標；
  - (b) 促進大學與公眾之良好關係；
  - (c) 加強校友評議會成員與大學其他成員之聯繫；
  - (d) 增進校友評議會成員之利益；
  - (e) 籌募經費以實踐校友評議會之目標。

## 會籍

4. 校友評議會由校友評議會名冊列名之所有人士組成。
5. 大學之全體畢業生或在大學成立之學年內(即1963年8月)獲專上學院統一文憑委員會發給文憑者，均有權列名於校友評議會名冊。
6. 任何人士於大學成立前註冊入讀任何一所原有書院，曾修讀該書院一項不短於四年之課程，並獲得該書院或專上學院統一文憑委員會發給文憑者，可向大學教務長登記列名於校友評議會名冊。
7. 任何人士凡註冊為研究生，曾於一所學院或專科學院修讀一項不短於一學年之審定課程，並獲教務會發給研究院文憑者，可向大學教務長登記列名於校友評議會名冊。
8. 獲大學頒授榮譽學位者，不得僅因持有此學位而成為校友評議會成員，惟他們可獲校友評議會選舉出任校友評議會成員。

9. 校友評議會名冊由大學教務長保管。凡列名在該名冊者，便足以證明其在週年或特別會員大會享有投票權，惟在行使該投票權時，仍須符合章程其他條文及章則之規定；而名冊上未有列名者則無投票權。
- 9A. 任何有權列名校友評議會名冊之人士，或任何已向大學教務長登記列名校友評議會名冊之人士，如欲將其名字由校友評議會名冊中刪除者，須以書面通知秘書。
- 9B. 任何依照第9A條經書面通知校友評議會秘書將其名字由校友評議會名冊中刪除之人士，如欲再度列名校友評議會名冊者，須向常委會提出書面申請，其申請經常委會審核通過，並得大學教務長核實後，其名字始得重新列入校友評議會名冊。

## 主席與副主席

10. 校友評議會須由成員中選出主席及副主席各一名，兩者之任期皆為三年。
11. 參加競選校友評議會主席或副主席者，必須通常在香港居住。主席或副主席於任期屆滿時，連選得連任。
12. 校友評議會主席或副主席之選舉，必須依照由週年或特別會員大會制定及經大學校董會批准之選舉章則，以不記名投票方式選出。
- 12A. 倘主席或副主席職位因行將任滿出缺而無合資格之候選人時，任期屆滿之人士如同意連任，經常務委員會通過，即可繼續擔任有關職位，任期一年。
13. 主席須主持所有週年及特別會員大會，同時須擔任常務委員會主席。
14. 除14A條另有規定外，倘主席或副主席職位出現

臨時空缺時，校友評議會得在下次週年或特別會員大會中，由成員中補選一人繼任，任期以離任者餘下之任期為限。

- 14A. 倘副主席職位出現臨時空缺時，而其餘下任期少於十六個月，則常務委員會有酌情權決定留待下次週年或特別會員大會才進行補選。
15. 倘主席因任何原因未能履行其職責，或未能行使根據章程及章則所賦予之酌情權，副主席得署理主席之職位，直至主席恢復履行其職責或主席空缺獲得填補為止。

## 秘書

16. 校友評議會秘書由大學委任一名高級職員出任。

## 權力及職能

17. 校友評議會有下列之權力及職能：
- (a) 從校友評議會成員中選出主席及副主席各一名；
  - (b) 討論任何有關大學之事項，包括（但不限於）由大學校董會或教務會提交之事項，並在有需要時向大學校董會或教務會提出意見；
  - (c) (按《2023年香港中文大學(修訂)條例》廢除)
  - (d) 為校友評議會及大學向成員及其他人士籌募款項，並決定其用途；
  - (e) 在週年或特別會員大會上制訂、撤銷或修改週年或特別會員大會之會議程序、選舉方法，及委任委員會；
  - (f) 採取適當措施，以執行大學條例或規程所賦予校友評議會之權力；
  - (g) 執行大學校董會及教務會所轉授之其他職能。

## 常務委員會

18. 校友評議會得設立由下列人士組成之常務委員會：
  - (a) 校友評議會主席，同時擔任常務委員會主席；
  - (b) 校友評議會副主席，同時擔任常務委員會副主席；
  - (c) 上屆校友評議會主席；
  - (d) 六名由週年或特別會員大會選出之常務委員；
  - (e) 五名由大學校友會聯會推薦出任之常務委員。
19. 校友評議會秘書或其代表得擔任常務委員會秘書。
20. 校友評議會須在週年或特別會員大會中，依照大學校董會批准之選舉章則，選出六名選任常務委員。
21. 所有常務委員候選人須獲得最少十名校友評議會成員之書面提名。
22. 六名選任常務委員之任期均為三年，每年其中三分之一依次退任，連選得連任。
23. 第一屆常務委員會選任委員須由抽籤方式決定彼等之任期分別為一年、二年或三年，人數各佔三分之一。
24. 由校友會聯會推薦出任之五名常務委員，其任期為一年，或依照校友會聯會決定之年期連任。
- 24A. 上屆主席，其常務委員任期自其卸任主席後一年為止。
25. 常務委員會之職責及權力如下：
  - (a) 執行職能以促進校友評議會之目標；
  - (b) 向校友評議會提供有關大學事務之意見及建議；
  - (c) 召集週年或特別會員大會；
  - (d) 向校友評議會報告有關大學事務；
  - (e) 就與大學有關之事務，直接與大學校董會及教務會溝通；
  - (f) 執行校友評議會之決議；
  - (g) 如有需要，為校友評議會草擬財政預算，提交週年會員大會通過；
  - (h) 授權運用校友評議會財政預算內及其他款項，以達成校友評議會之目標及行使其權力，並向週年會員大會提交財政報告；
  - (i) 成立、改組或取消小組委員會，及為小組委員會訂定職權範圍，並提交考慮事項。所有小組委員會須向常務委員會定期匯報工作進展，並由常務委員會全權決定應否解散；
  - (j) 倘選任常務委員職位出現臨時空缺時，得補聘校友評議會成員擔任常務委員，任期至下次週年或特別會員大會再行補選出補任常務委員為止。補任常務委員之任期以離任者餘下之任期為限。倘離任者之餘下任期少於十六個月，該補聘常務委員之任期則以離任者餘下之任期為限；
  - (j1) 倘選任常務委員職位因行將任滿出缺而無合資格之候選人時，任期屆滿之人士如同意連任，經常務委員會通過，即可繼續擔任有關職位，任期一年。
  - (k) 得制訂、撤銷或修改任何章則。惟有關更改，須經週年或特別會員大會通過，並經大學校董會批准，始為有效及具約束力。
  - (l) 採取適當措施，以執行大學條例或規程所賦予校友評議會之權力。
26. 常務委員會會議之法定人數為該委員會總人數一半或以上。
27. 常務委員會每一公曆年最少開會二次。
28. 主席有權酌情決定以書面傳閱形式表決常務委員會事務。倘採用此方式，經簡單大多數常務委員簽署同意，即等同經常務委員會會議通過。

29. 常務委員毋須就任何出於誠信之行為，或在常務委員會之權力範圍內所作之行為，負上個人責任，亦毋須就任何無心之失，負上個人責任。
30. 校友評議會主席、副主席或任何一位常務委員之職位，得因下列理由被解除職務：-
- (a) 脫離校友評議會會籍；或
  - (b) 被判犯有刑事罪，經常務委員會認為不道德、招物議或可恥者；或
  - (c) 身體或心智方面喪失能力，經常務委員會認為不能適當執行其職責者；或
  - (d) 經常務委員會認為行為不道德、招物議或可恥者；或
  - (e) 向常務委員會書面請辭者。

## 選舉大學校董

31. 校友評議會需按大學校董會決定的方式選出一名校友評議會成員出任大學校董。(按《2023年香港中文大學(修訂)條例》修訂)
- 31A. (按《2023年香港中文大學(修訂)條例》廢除)

## 財務

32. 校友評議會所有資金，均須交大學財務長保管，並設獨立帳籍記錄。

## 章則

33. 校友評議會可制定各類章則，並載列於各附表中：
- (a) 附表1《香港中文大學校友評議會會議章則》；
  - (b) 附表2《香港中文大學校友評議會選舉章則》。
- 上述章則如有撤銷、修改或增訂，須於週年或特別會員大會上經簡單大多數票通過；惟有關撤銷、修改或增訂須經大學校董會批准，始可生效。

## 章程及章則解釋

- 33A. 章程及各類章則如同時有中文本及英文本時，兩者具同等法律效力。其內容如有歧義，則以常務委員會解釋為準。至於對有關解釋如有爭議時，可提交週年或特別會員大會決定。

## 章程修訂

34. 本章程如經週年或特別會員大會出席者三分二或以上通過，可予撤銷、修改或增訂；惟有關撤銷、修改或增訂須經大學校董會批准，始可生效。
35. (1999年6月26日週年會員大會通過廢除)

**THE CHINESE UNIVERSITY OF HONG KONG**  
**CONSTITUTION OF THE CONVOCATION**

**Origin**

1. The Convocation of The Chinese University of Hong Kong is a statutory body created by The Chinese University of Hong Kong Ordinance, Chapter 1109 of the Laws of Hong Kong and its constitution, functions, privileges and other matters relating to the Convocation shall be as prescribed by The Chinese University of Hong Kong Ordinance and the Statutes and subject to the approval of the University Council.

**Definition**

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

‘Ordinance’ means The Chinese University of Hong Kong Ordinance;

‘University’ means The Chinese University of Hong Kong;

‘Statutes’ means the Statutes of The Chinese University of Hong Kong;

‘Senate’ and ‘Convocation’ respectively mean the Senate and the Convocation of the University;

‘Original College’ means any of the following:-

- (a) Chung Chi College;
- (b) The United College of Hong Kong;
- (c) New Asia College;

‘Chairman’, ‘Vice-Chairman’ and ‘Secretary’ respectively mean the Chairman, the Vice-Chairman and the Secretary of the Convocation;

‘Constitution’ means the Constitution of the Convocation of The Chinese University of Hong Kong;

‘Rules’ means the Rules of the Convocation contained in the Schedules;

‘Standing Committee’ means the Standing Committee of the Convocation;

‘The Federation of Alumni Associations’ means The Federation of Alumni Associations of The Chinese University of Hong Kong Limited;

‘Annual Meeting’ means the annual general meeting of the Convocation;

‘Special Meeting’ means any general meeting other than the annual general meeting of the Convocation.

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**Objectives**

3. The objectives of the Convocation shall be:-

- (a) to further the activities, interests and objectives of the University;
- (b) to promote good relations between the University and the general public;
- (c) to strengthen the relationship between members of the Convocation and other members of the University;
- (d) to promote the interests of members of the Convocation;
- (e) to raise funds for carrying out the objectives of the Convocation.

**Membership**

4. The Convocation shall consist of all persons whose names appear on the Convocation roll.

5. All persons who are graduates of the University or who obtained a diploma issued by the Post-Secondary Colleges Joint Diploma Board in the academic year of establishment of the University (that is, in August 1963) shall be entitled to have their names entered on the Convocation roll.

6. Any person who was admitted as a registered student of an original College before the date of establishment of the University, pursued a course of study of not less than four years' duration in that original College, and obtained a diploma issued by that original College or by the Post-Secondary Colleges Joint Diploma Board may register with the Registrar of the University to have his name entered on the Convocation roll.

7. Any person who has attended an approved course of study for not less than one academic year after admission as a registered postgraduate student to a Faculty or a School and has been awarded a postgraduate diploma by the Senate may register with the Registrar of the University to have his name entered on the Convocation roll.

8. Persons on whom a degree honoris causa has been conferred shall not solely by reason thereof be members of the Convocation, but may be elected by the Convocation to be members thereof.

9. The Convocation roll shall be kept by the Registrar of the University and the names thereon shall be conclusive evidence that any person whose name appears

therein is entitled to vote at an Annual or Special Meeting. In exercising such entitlement, he shall also be in compliance with other provisions of the Constitution and Rules. Any person whose name does not appear in the Convocation roll is not so entitled.

9A. Any person who is entitled to have his name entered on the Convocation roll, or who has registered with the Registrar of the University to have his name entered on the Convocation roll, shall give notice in writing to the Secretary if he wishes to have his name withdrawn from the Convocation roll.

9B. Any person who, by virtue of section 9A, has given notice in writing to the Secretary of the Convocation to have his name withdrawn from the Convocation roll shall apply in writing to the Standing Committee if he intends to have his name re-entered on the Convocation roll. The Standing Committee shall assess his application for approval and have his name verified by the Registrar of the University before his name is re-entered on the Convocation roll.

#### **Chairman and Vice-Chairman**

10. The Convocation shall from its own members elect a Chairman and a Vice-Chairman who shall respectively hold office for a period of three years.

11. No member shall be eligible for election as Chairman or Vice-Chairman unless he is ordinarily resident in Hong Kong. Any retiring Chairman or Vice-Chairman shall be eligible for re-election.

12. The election of a Chairman or Vice-Chairman shall be by secret ballot, in accordance with the Rules made at an Annual or Special Meeting, and approved by the University Council.

12A. In the event that the office of the Chairman or of the Vice-Chairman is vacated upon the expiry of his term of office, and that there is no eligible candidate being nominated, the retiring officer may continue to hold his office for another one-year term subject to his consent and the approval of the Standing Committee.

13. The Chairman shall preside at all Annual and Special Meetings and shall be the Chairman of the Standing Committee at the same time.

14. Subject to section 14A, in the event of any casual vacancy in the office of the Chairman or of the Vice-Chairman, the Convocation shall elect one of its members at the next Annual or Special Meeting to fill the vacancy, and the person so elected shall hold office for the remainder of the term for which his predecessor was appointed.

14A. In the event of the remainder of the term of such casual vacancy in the office of the Vice-Chairman is less than 16 months, the Standing Committee shall have the discretion to defer filling such office by election at the next Annual or Special Meeting.

15. In the event of the Chairman being unable for any reason to fulfil any of the duties or exercise any of the discretion prescribed under the Constitution including those specified in the Rules, the Vice-Chairman shall act in the place of the Chairman until the Chairman resumes his duties and responsibility or when the vacancy is filled.

#### **Secretary**

16. The University shall appoint a senior staff of the University as the Secretary of the Convocation.

#### **Powers and Functions**

17. The Convocation shall have the following powers and functions:-

- (a) to elect a Chairman and a Vice-Chairman from among the members of the Convocation;
- (b) to discuss any matter relating to the University, including (but not limited to) any matter referred to it by the University Council or the Senate, and to report its views on such matters to the University Council or the Senate as the case may be;
- (c) (Repealed by The Chinese University of Hong Kong (Amendment) Ordinance 2023)
- (d) to solicit funds from amongst its own members and from others for the purposes of the Convocation and the University and to determine the manner in which they may be used;
- (e) to make, rescind or amend by resolution at an Annual or Special Meeting, the procedure of its Annual and Special Meetings, the conduct of its election, and the appointment of committees;
- (f) to do any other acts necessary to give effect to the powers conferred on the Convocation by the Ordinance or the Statutes;
- (g) to perform such other functions as may be delegated by the University Council and the Senate.

#### **Standing Committee**

18. There shall be a Standing Committee of the Convocation which shall consist of:

- (a) the Chairman of the Convocation, who shall

- also be the Chairman of the Standing Committee;
- (b) the Vice-Chairman of the Convocation, who shall also be the Vice-Chairman of the Standing Committee;
  - (c) the immediate past Chairman of the Convocation;
  - (d) six members elected at an Annual or Special Meeting;
  - (e) five members nominated by The Federation of Alumni Associations.
19. The Secretary of the Convocation or his deputy shall serve as the Secretary of the Standing Committee.
20. The election of the six elected members to the Standing Committee shall take place by ballot at an Annual or Special Meeting in accordance with the Rules approved by the University Council.
21. All candidates for election as members of the Standing Committee shall be nominated in writing by at least ten members of the Convocation.
22. The six elected members of the Standing Committee shall hold office for three years, one-third of whom shall retire by rotation annually, but shall be eligible for re-election.
23. The term of office of the elected members of the first Standing Committee shall be one, two, or three year(s) for each one-third lot respectively as determined by drawing lots.
24. The five nominated members of the Standing Committee shall hold office for one year or for such term as may be determined by The Federation of Alumni Associations.
- 24A. The immediate past Chairman shall hold office as member of the Standing Committee for one year upon his retirement as Chairman.
25. The duties and powers of the Standing Committee shall be:
- (a) to perform functions in furtherance of the objectives of the Convocation;
  - (b) to advise and to make recommendations to the Convocation on matters relating to the University;
  - (c) to convene Annual or Special Meetings;
  - (d) to inform the Convocation regarding University matters;
  - (e) to enter into communication directly with the University Council and Senate on any matter relating to the University;
- (f) to implement the resolutions of the Convocation;
  - (g) where necessary, to prepare the budget of the Convocation to be approved in an Annual Meeting;
  - (h) to authorize disbursements out of the budgetary and other funds of the Convocation in the furtherance of the objectives and the powers of the Convocation, and to present the financial report in an Annual Meeting;
  - (i) to establish, modify or abolish sub-committees, define their terms of reference and refer any matter to such sub-committees for consideration. All such sub-committees shall periodically report their proceedings to the Standing Committee and shall be subject to dissolution at the absolute discretion of the Standing Committee;
  - (j) to fill any casual vacancy among the offices of the elected members by co-opting another member of the Convocation. Any co-option shall be for a term of office up to the next Annual or Special Meeting when a new replacement member shall be elected. Any new replacement member elected shall hold the remainder of the term of office of the member whose place is taken. Where any elected member who vacates his office within 16 months from the expiry day of his term of office, such co-opted member shall hold the remainder of the term of office of the member whose place is taken;
  - (j1) In the event that the office of an elected member is vacated upon the expiry of his term of office, and that there is no eligible candidate being nominated, the retiring officer may continue to hold his office for another one-year term subject to his consent and the approval of the Standing Committee.
  - (k) to make, rescind or amend Rules, which shall take effect and be binding, if passed at either an Annual or Special Meeting and approved by the University Council;
  - (l) to do any other acts necessary to give effect to the power conferred on the Convocation by the Ordinance or the Statutes.
26. The quorum at any meeting of the Standing Committee shall be half or over half of the total number of the Committee members.
27. The Standing Committee shall meet at least twice in each calendar year.
28. At the discretion of the Chairman, business of the Standing Committee may be transacted by circular and

the signed approval of any resolution by simple majority of the members of the Standing Committee shall have the same effect and validity as if it had been duly passed at a meeting of the Standing Committee.

29. A member 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 be personally liable for unintentional acts or omissions.

30. The office of the Chairman or Vice-Chairman of the Convocation or any member of the Standing Committee shall be vacated if the person concerned:-

- (a) ceases to be member of the Convocation; or
- (b) is convicted of any crime which shall be judged by the Standing Committee to be of an immoral, scandalous or disgraceful nature; or
- (c) has suffered from actual physical or mental incapacity which shall be judged by the Standing Committee to prevent the proper execution of the duties of his office; or
- (d) has conducted himself in such a manner which shall be judged by the Standing Committee to be of an immoral, scandalous or disgraceful nature; or
- (e) resigns his office by notice in writing to the Standing Committee.

#### **Election to University Council**

31. The Convocation is to elect one member of the Convocation, in a manner to be determined by the University Council, to be a member of the University Council. (Amended by The Chinese University of Hong Kong (Amendment) Ordinance 2023)

31A. (Repealed by The Chinese University of Hong Kong (Amendment) Ordinance 2023)

#### **Finance**

32. All funds of the Convocation shall be lodged with the Bursar of the University and recorded separately.

#### **Rules**

33. The Convocation may make Rules which are specified in the Schedules :

- (a) Schedule 1 Rules of Meeting of the Convocation of The Chinese University of Hong Kong;
- (b) Schedule 2 Rules of Election of the Convocation of The Chinese University of Hong Kong.

The above said Rules may be rescinded, amended or added by simple majority vote at an Annual or Special Meeting but such rescission, amendment or addition shall only take effect upon the approval of the University Council.

#### **Interpretation of Constitution and Rules**

33A. If there exists both Chinese and English versions of the Constitution and any Rules, both versions shall be of equal authenticity. Should there be any discrepancy, the interpretation adopted by the Standing Committee shall prevail. Any dispute concerning the interpretation may be submitted to an Annual or Special Meeting for a decision.

#### **Amendments of Constitution**

34. At an Annual or Special Meeting, the Convocation may by resolution of not less than two-thirds of the members present rescind, amend or add to the Constitution but such rescission, amendment or addition shall only take effect upon the approval of the University Council.

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