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)

[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

April 1994

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 Professor Industrial Engineering
Prof Gerald ALBAUM Vis Scholar 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.

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**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.
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