

Annex I: Terms of Reference of the UGC, its Councils and Sub-Committees/Groups

UGC

The UGC is appointed by the Chief Executive of the HKSAR with the following terms of reference:

- (a) To keep under review in the light of the community's needs:
 - (i) the facilities in Hong Kong for education in universities and such other institutions as may from time to time be designated by the Chief Executive of the HKSAR;
 - (ii) such plans for development of such institutions as may be required from time to time;
 - (iii) the financial needs of education in such institutions; and
- (b) To advise the Government:
 - (i) on the application of such funds as may be approved by the Legislature for education in such institutions; and
 - (ii) on such aspects of higher education which the Chief Executive of the HKSAR may from time to time refer to the Committee.

Research Grants Council (RGC)

The terms of reference of RGC are:

- (a) To advise the SAR Government, through the UGC, on the needs of the institutions of higher education in Hong Kong in the field of academic research, including the identification of priority areas, in order that a research base adequate for the maintenance of academic vigour and pertinent to the needs of Hong Kong may be developed; and

附錄一：教資會及其轄下委員會／小組職權範圍

教資會

教資會由香港特區行政長官委任，職權範圍如下：

- (a) 按社會的需要，檢視下列事項：
 - (i) 香港各所大學及行政長官指定的其他院校的教育設施；
 - (ii) 各院校的發展計劃；
 - (iii) 各院校所需的教育經費；以及
- (b) 就下列事項向政府提供意見：
 - (i) 如何在各院校運用獲立法機關批核作教育用途的撥款；以及
 - (ii) 行政長官向教資會提出的各項高等教育事宜。

研究資助局(研資局)

研資局的職權範圍如下：

- (a) 透過教資會，向香港特別行政區政府建議香港高等教育機構在學術研究上的需要，包括鑑定優先範圍，以發展一個足以維持學術蓬勃發展和合乎香港需要的學術研究基礎；以及

- (b) To invite and receive, through the institutions of higher education, applications for research grants from academic staff and for the award of studentships and post-doctoral fellowships; to approve awards and other disbursements from funds made available by the SAR Government through the UGC for research; to monitor the implementation of such grants and to report at least annually to the SAR Government through the UGC.

Quality Assurance Council (QAC)

The terms of reference of QAC are:

- (a) To advise the UGC on quality assurance matters in the higher education sector in Hong Kong and other related matters as requested by the Committee;
- (b) To conduct audits and other reviews as requested by the UGC, and report on the quality assurance mechanisms and quality of the offerings of institutions;
- (c) To promote quality assurance in the higher education sector in Hong Kong; and
- (d) To facilitate the development and dissemination of good practices in quality assurance in higher education.

Research Group

- To advise the UGC on the strategy to promote research within the UGC sector; how it should formulate a strategy in allocating publicly-funded research postgraduate places; and the balance between teaching and research within the UGC-funded institutions.
- To consider and approve funding for new and existing Areas of Excellence (AoE) projects funded by the UGC.

Areas of Excellence Group

- To advise the UGC on the strategy, in particular on the specific criteria, for selecting potential areas of excellence (AoE) in the UGC-funded sector.

- (b) 透過高等教育機構，邀請和接受學術人士申請研究資助及各類研究生申請獎學金；將香港特別行政區政府透過教資會提供的經費撥作研究資助和其他有關支出之用。此外，並負責監管這些撥款的運用，以及最少每年一次透過教資會向香港特別行政區政府報告。

質素保證局（質保局）

質保局的職權範圍如下：

- (a) 就香港高等教育界的質素保證事宜及應教資會要求就其他相關事項向教資會提供意見；
- (b) 應教資會要求就院校的質素保證機制及課程質素進行檢視和核證，並就此作出報告；
- (c) 在香港高等教育界促進質素保證工作；及
- (d) 在高等教育範疇，協助發展及推廣質素保證的良好實踐方法。

研究小組

- 就教資會界別內推動研究工作的策略，如何釐定策略以分配公帑資助的研究課程研究生學額，及如何令教資會資助院校在教學及研究工作取得平衡等事宜，向教資會作出建議。
- 審批由教資會資助的卓越學科領域計劃下的新項目及現有項目的撥款。

卓越學科領域小組

- 為教資會提供有關策略，特別是就甄選準則提供意見，以甄選院校具發展潛質的卓越學科領域。

- To identify and prioritize such AoE proposals for funding support by the UGC.
- To monitor the progress and evaluate the success of AoE initiatives supported with UGC funds.

Strategy Sub-Committee

- To advise on emerging policy issues and directions pertaining to the development of the local higher education sector and system-wide policy development and strategic planning.
- To consider matters related to institutional and academic development of UGC-funded institutions.
- To devise methodologies to assess the funding requirements of UGC-funded institutions, and measures to assess quality and encourage enhancement within the UGC-funded institutions.

General Affairs and Management Sub-Committee

- To advise on and improve the UGC management information and statistical systems to meet the Committee's strategic, policy and monitoring needs.
- To consider matters related to space and accommodation requirements of UGC-funded institutions, including capital and other works projects.
- To consider *ad hoc* proposals requiring funding and monitor progress.

Communications Group

- To advise the UGC on all matters relating to public relations and publicity in respect of the activities of the UGC and the UGC-funded sector.
- To foster understanding and communication between the UGC and the community in general, and the relevant professions/sectors in particular.

- 挑選一些卓越學科領域的建議，然後訂出優先次序，以決定是否獲得教資會的資助。
- 監察獲教資會資助的卓越學科領域建議的進度，並評估有關建議的成效。

策略小組委員會

- 就本地高等教育界發展政策及路向，以及整個高等教育體制的政策制訂與策略規劃事宜，向教資會提供意見。
- 研究教資會資助院校的體制和教務發展有關的事宜。
- 制訂用以評估教資會資助院校撥款需求的方法，以及制訂質素評核的措施，並鼓勵教資會資助院校自我提升學術水平。

一般事務及管理小組委員會

- 就教資會的管理資訊系統和統計系統，提供意見，並作出改善，以應付教資會在策略上、政策上和監察方面的需要。
- 研究有關教資會資助院校校園空間及校舍需求的事宜，包括基本工程和其他工程項目。
- 審議須撥款推行的特別建議，並監察這些建議的推行進度。

傳訊小組

- 就教資會及該會資助界別的活動的公開及宣傳事宜向該會提供意見；及
- 促進教資會與社會大眾（特別是與相關專業／界別）的了解及溝通。

“3+3+4” Group

- To advise the UGC on how to deal with matters associated with the implementation of the new academic structure at the UGC-funded institutions, including:
 - the planning and implementation progress of capital projects;
 - the duration of undergraduate professional programmes;
 - the use of the one-off non-capital provision of \$550 million;
 - ways to encourage information sharing among institutions; and
 - oversight of matters relating to admission, curriculum, pedagogy and student learning outcomes and the needs of double cohort and associated issues.

2012-15 Academic Development Proposals Group

- To take forward the academic development planning exercise in respect of the eight UGC-funded institutions for the 2012/13 to 2014/15 triennium.
- To make relevant recommendations to the UGC pertaining to the academic planning for the triennium, in particular the allocation of student numbers.

Financial Affairs Working Group

- To work with the institutions to help ensure their continuing good financial governance and sound financial planning.
- To review financial matters of the institutions as necessary with a view to governing and monitoring the use of UGC recurrent grants; and to advise the UGC on drawing up appropriate related guidelines.

「3+3+4」小組

- 就教資會資助院校推行高中及高等教育新學制(一般稱為「3+3+4」)的相關事宜，向教資會提出建議，包括：
 - 基本工程計劃的籌劃及執行進度；
 - 學士學位專業課程的修業期；
 - 運用5.5億元的一次過非工程撥款；
 - 鼓勵各教資會資助院校之間的交流和資訊分享；
 - 監察新學制下有關收生、課程、教學方法及學生學習果效的事宜；及同時入讀教資會資助院校的中七與高中三兩批學(畢業生)生的需要和相關事宜。

2012-15學術發展建議工作小組

- 進行就八間教資會資助院校於2012／13至2014／15學年三年期的學術發展規劃工作。
- 向教資會提交與該三年期學術發展相關(當中包括分配學生人數)的建議。

財務工作小組

- 與院校合作，協助院校維持良好的財務管治和穩健的財務規劃。
- 按需要檢討院校的財務事宜，以監管和監察院校運用教資會經常補助金的情況；及向教資助提供意見，以制訂適當的相關指引。