

COMMITTEE ON UNDERGRADUATE STUDIES

Paper for: Information

Title: **Revised Membership and Terms of Reference of Senate Committee on Undergraduate Studies**

Purpose: To note for information Senate's approval for revisions to the membership and Terms of Reference of Senate Committee on Undergraduate Studies

Prepared by: CUS Secretariat

BACKGROUND

1. The Senate at its 145<sup>th</sup> meeting held on 10 April 2019, approved the establishment of the Working Group to Review the Terms of Reference and Membership Composition of Senate Committees (WG). The WG submitted its proposal to Senate at its 150<sup>th</sup> meeting, held on 10 June 2020. According to the WG's proposal, some suggestions on the nomination and appointment mechanism of Committee Chairs and Members were proposed. Taking into consideration the development of the University and the operational needs of individual Committees, and for the purpose of reflecting diversity of the University community, the WG subsequently proposed further changes to ensure good governance and representativeness of respective groups of stakeholders.
2. The proposed changes related to the Senate Committee on Undergraduate Studies (CUS) were circulated to Members on 20 January 2021; and no comments were received.
3. The Senate, at this 153<sup>rd</sup> meeting on 3 February 2021, approved the changes recommended by the WG.

TERMS OF REFERENCE AND MEMBERSHIP COMPOSITION OF CUS

4. Changes to the Terms of Reference and membership composition of the CUS, approved by the Senate to take immediate effect, are presented in the Appendix.

ACTION SOUGHT

5. Members are invited to note for information the approved revisions to the Terms of Reference and the membership composition of the Committee on Undergraduate Studies, which will take immediate effect, as presented in the Appendix.

Version with tracked changes

Committee on Undergraduate Studies

**Membership**

*Chairman:*

Nominated by the Provost and appointed by the Chairman of the Senate

*Member and Secretary:*

Associate Provost (T&L), *ex-officio*

*Members:*

- (a) Two representatives ~~each~~ from ~~the each~~ Schools of Science, Engineering, Business and Management, and Humanities & Social Science: one to be nominated by the Dean and one to be ~~selected~~ nominated by the School Board; and one representative from the Interdisciplinary Programs Office to be nominated by the Director
- (b) Dean of Students, *ex-officio*
- (c) Academic Registrar, *ex-officio*
- (d) One undergraduate student representative ~~each~~ from ~~the each~~ School and the Interdisciplinary Programs Offices of Science, Engineering, Business and Management, and Humanities & Social Science; to be nominated by the ~~HKUST Students' Union~~ relevant student bodies
- (e) Co-opted Members

*Term:*

For student members, one year, renewable

For others, two years, renewable

Committee on Undergraduate Studies

***Membership***

*Chair:*

Nominated by the Provost and appointed by the Chair of the Senate

*Member and Secretary:*

Associate Provost (T&L), *ex-officio*

*Members:*

- (a) Two representatives from each School: one to be nominated by the Dean and one to be nominated by the School Board; and one representative from the Interdisciplinary Programs Office to be nominated by the Director
- (b) Dean of Students, *ex-officio*
- (c) Academic Registrar, *ex-officio*
- (d) One undergraduate student representative from each School and the Interdisciplinary Programs Office, to be nominated by the relevant student bodies
- (e) Co-opted Members

*Term:*

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For others, two years, renewable