

**HONG KONG BAPTIST UNIVERSITY  
OFFICE OF STUDENT AFFAIRS  
RESIDENCE LIFE COMMITTEE 2024-25**

Minutes of the 2nd Meeting of the Residence Life Committee 2024-25 held at 2:00 pm on 24 March 2025 (Monday) in Room 114 of the Undergraduate Halls.

- Members Present** : Prof. Henry FOCK, Director of Student Affairs (Chairperson)  
Ms Verona LAU, Assistant Director of Student Affairs  
Dr Ava LAU, Resident Master of SR Zhou Hall  
Dr Gray HO, Resident Master of CL Soong Hall  
Dr Patrick YUE, Resident Master of CN Yang Hall  
Prof. Yiu Ming CHEUNG, Resident Master of YP Cai Hall  
Miss POON Ching Yee, Student Representative of YP Cai Hall
- Secretary (Non-Member)** : Ms Gladys LAU, Assistant Student Housing Manager
- In Attendance** : Mr Christopher CHAN, Student Housing Manager  
Mr Cliff WONG, Senior Resident Life Officer of SR Zhou Hall  
Miss Wincy TSE, Senior Resident Life Officer of CL Soong Hall  
Mr Arthur CHANG, Resident Life Officer of CN Yang Hall  
Miss NG Wai Ling, Hall Tutor of CN Yang Hall  
Miss LEUNG Hoi Kiu, Hall Tutor of SR Zhou Hall  
Mr CHAN Nok Yin, Hall Tutor of YP Cai Hall
- Absence with apologies** : Mr CHAN Ka Wai, Student Representative of CN Yang Hall  
Miss KO Laam, Student Representative of SR Zhou Hall  
Miss TSANG Yuk Ting, Student Representative of CL Soong Hall  
Miss MAK Yi Lam, Student Senator  
Miss CHAN Ka Wai, Hall Tutor of CL Soong Hall

**Action**

The Chairperson welcomed all members and called the meeting to order.

**Item A. Confirmation of minutes of the last meeting held on 28 October 2024 (RLC-24/25-1-M/01)**

1. The minutes of the last RLC meeting held on 28 October 2024 were confirmed without amendment.

**Item B. Matters arising from minutes of the last meeting held on 28 October 2024 (RLC-24/25-2-I/01)**

2. Members noted that the matters arising from item D1 without any comments.

**Item C1. Report from the Residence Life Consultative Group (RLC-24/25-2-R/01)**

3. The Chairperson of the Residence Life Consultative Group (RLCG) reported the items discussed during the meeting on 12 February 2025. It was highlighted that positive feedback was received from members regarding the election of student representatives for hall committees. Additionally, it was suggested to improve the

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promotional channels for the candidates to ensure more students become acquainted with them, thereby enhancing the election process.

4. During the RLCG meeting, members noted the University's smoke-free policy and the current hall rules and regulations concerning smoking or carrying a lighted cigarette in the Undergraduate Halls. It was also suggested that public education on the prohibition of smoking, particularly electronic cigarettes, on campus should be strengthened.
5. Members of RLCG noted and agreed to the proposed changes to hall admission marks and the proposed enhancements to student residence disciplinary procedures.

**Item C2. Report on UGH Activities in 2024/25 (RLC-24/25-2-R/02)**

6. Members were briefed on the report of the UGH activities in 2024/25. It was noted that various programmes were organized in UGH focused on 5 intended learning outcomes (ILOs). The total number of students who participated in the UGH activities from 1 July 2024 to 7 January 2025 was satisfactory. Members noted the report and were advised to use the remaining budget to organize hall activities this semester, if needed.

**Item C3. Projection on the Admission Quota in the UGH in 2025/26 (RLC-24/25-2-R/03)**

7. Members were briefed on the report of the projected hall admission quota for 2025/26. While the South Tower would be closed for maintenance, the North Tower of Undergraduate Halls would operate at full capacity in 2025/26. The total number of residential places provided would be maintained at 885. To narrow the population gap between local and non-local students in UGH, it was planned that all exchange students would be accommodated in Village CARE in 2025/26. Members noted the report without any comments.

**Item D1. Proposed Changes to Hall Admission Marks (RLC-24/25-2-D/01)**

8. Members were briefed on the proposed changes to hall admission marks. To better recognize students with good academic performance and to encourage residents to put more time and effort on their study, it was suggested to increase the marks awarded to students achieving a certain Semester GPA, effective from the 2025/26 Student Residence Admission Exercise. These proposed changes aimed to provide incentives for students with good academic performance for readmission to student residence.
9. After benchmarking against other sister universities in Hong Kong and referencing the University's honours classifications, it was proposed to revise the range and the number of additional marks awarded as follows:
  - To award 2 marks for a semester GPA of 2.20-2.49
  - To award 4 marks for a semester GPA of 2.50-2.99
  - To award 7 marks for a semester GPA of 3.00-3.39
  - To award 10 marks for a semester GPA of 3.40-4.00
10. In addition, with the establishment of the new Student Residence Village CARE, the description of the current marking scheme of Hall Admission Marks shall be revised as follows:

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- The term “Hall Admission Marks” shall be replaced with “Student Residence Admission Marks”
- The term “Hall Marks” shall be replaced with “Student Residence Marks”
- The term “Hall Contribution” shall be further extended to “Hall/College Contribution”.

11. Members considered the proposed adjustments to be reasonable and approved the revised admission marks. These changes would be implemented with effect from the 2025/26 Student Residence Admission Exercise.

**Item D2. Proposed Enhancements to Student Residence Disciplinary Procedures (RLC-24/25-2-D/02)**

12. Members noted that the same set of rules, regulations and disciplinary procedures currently apply to both the Undergraduate Halls and Village CARE. To enhance flexibility and effectiveness in handling the disciplinary cases, it was suggested to include the College Masters of Village CARE in the composition of both the disciplinary panel and the appeal panel for cases in the Undergraduate Halls and Village CARE. Members approved the proposal without any comments.

**Item E. A.O.B.**

13. There was no other business raised.

**Item F. Date and time of next meeting**

14. The date of the next meeting would be confirmed later.

**Item G. Adjournment of meeting**

15. The meeting was adjourned at 2:22 p.m.

Prepared by:

Approved by:

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Ms. Gladys LAU  
Secretary

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Prof. Henry FOCK  
Chairperson