

**Notes of Residence Life Consultative Group 2023/24 Held at 3:00 p.m.,
1 March 2024 on Zoom**

Members Present: Dr Gray HO, Resident Master (Chairperson)
 Mr Chris CHAN (Staff Member)
 Mr Donald CHU (Residential Life Officer of Yang Hall)
 Miss TAM Lok Yiu (Representative of Yang Hall’s Hall Tutors)
 Miss MO Hui Shan (Representative of Zhou Hall’s Hall Tutors)
 Miss TSUI Lok Tung (Representative of Soong Hall’s Hall Tutors)
 Miss ALONSO MEZA Paulina (Representative of Cai Hall’s Non-local Mentors)
 Mr CHUI Ho Chun (Representative of Yang Hall’s Hall Council)
 Mr CHAN Ho Hin (Representative of Cai Hall’s Hall Council)
 Mr CHAN Chun Sheung (Representative of Zhou Hall’s Residents)
 Mr LIANG Zhenning (Representative of Soong Hall’s Residents)
 Miss ZEPEDA Elena Maria (Representative of Cai Hall’s Hall Residents)

In Attendance: Miss Wincy TSE (Residential Life Officer of Soong Hall, Non-member)
 Mr WONG Siu Chung (Representative of Soong Hall, Non-member)
 Mr CHEUNG Ka Ho (Representative of Zhou Hall, Non-member)
 Ms Jade CHAN (Senior Student Development Officer, Representative of Leadership Qualities Centre, Non-member)

Secretary: Mr Terry CHAN (Senior Student Housing Officer)

Apologies: Mr NAW Sai (Representative of Yang Hall’s Residents)

	<u>Action</u>
<p>I. Welcome and confirm the meeting notes of the Hall Life Education Consultative Group (HLECG) on 3 October 2023 (HLECG-23/24-1-MD) and Hall Rules & Regulations Consultative Group (HRRCG) on 6 October 2023 (HRRCG-23/24-1-MD)</p> <p>1. The Chairperson welcomed all of the members to join the first meeting of the Residence Life Consultative Group (RLCG). This new consultative group was formed from the merger between the Hall Rules and Regulations Consultative Group (HRRCG) and Hall Life Education Consultative Group (HLECG).</p> <p>2. The Chairperson briefed all of the members on the Terms of Reference and the membership composition of Residence Life Consultative Group.</p> <p>3. The meeting notes of the 2 meetings were confirmed without amendment.</p>	
<p>II. To discuss the matters arising from the meeting notes of last meeting</p> <p>There were no matters arising from the meeting notes of last meeting.</p>	

III. To inform members items for information

Action

1. Report on Programmes/Activities Organised by the Leadership Qualities Centre (LQC) with Priority for UGH and NTT residents (RLCG-23/24-1-R01)

Based on the decision from the Student Residence Operation Committee (SROC), the Hall Life Team under the Undergraduate Halls (UGH) has been transferred to the Leadership Qualities Center (LQC) under the Office of Student Affairs (SA). A staff member introduced the respective programmes organized by the LQC that covered different aspects between September 2023 to February 2024 with priority for residents from the Undergraduate Halls – Students were invited to get connected by joining the various activities. The chairperson encouraged residents to share the information of the activities organized by the LQC and actively participate in such activities. The activities were promoted through posters, email, and the newly setup WhatsApp channel of the halls.

2. Requirements for Hall Student-led Activities (RLCG-23/24-1-I01)

Members were reminded that student-led activities organized by the Hall Council or Hall Tutors would need to comply with specific requirements as follows:

- a. Submit a proposal to the respective Hall (Resident Master and Residential Life Officer) in advance for approval.
- b. Align all hall activities with at least one of the Intended Learning Outcomes (ILOs) in order to receive support from the Halls, including financial support, venue booking, etc.
- c. Include the Sustainable Development Goals (SDGs), if applicable, for residents to learn more sustainable concepts.
- d. Include a table in the Year Plan of Hall Councils that clearly match the proposed activities with the ILOs, in which all the ILOs should be addressed equally to facilitate whole person development of the residents.
- e. Include a post-survey in all hall activities in order to evaluate how well the ILO(s) is/are achieved.

3. Revised GPA Requirements for Hall Admissions

The Chairperson emphasized to members that the minimum GPA requirement for residents has been revised and would take effect from the hall application of 2024/25. Residents should not solely spend their time on hall activities and were responsible to prioritize their academic studies. The revised requirements were as follows:

- a. The minimum Semester GPA requirement for returning residents in their immediate past semester would be adjusted from 1.67 to 2.00.
- b. Residents who failed to reach a Semester GPA of 2.00 would be allowed to stay for one semester. The minimum Semester GPA requirement for the immediate next semester during their stay would be 2.00. If they failed to obtain a GPA of 2.00 or above in the immediate next semester during their stay,

- i. For applicants offered a full-year residence: their residence in the Second Semester would be terminated.
- ii. For applicants offered a one-semester residence: their residence in the immediate next Admission Exercise would not be considered.

Action**4. Merger of Hall Surveys**

Members were informed that the current annual Quality of Hall Life Survey and Survey on Residence Services and Hall Facilities would be merged into 1 survey with effect from 2023/24 to be distributed to residents. The merge is expected to streamline the current arrangement in the residences' feedback in areas of Hall Life, Residence Services and Hall Facilities. The survey is expected to be conducted tentative between March and April 2024.

5. Enhancement on Mass Check-out Arrangement (RLCG-23/24-1-I02)

To further enhance the mass check-out arrangement, the following measures were suggested to be implemented with effect from the mass check-out in May 2024:

- a. Residents were assigned to 2 check-out dates based on their student type:

16 May 2024 (Returning, Never-resided, and Grad-never Residents)

17 May 2024 (Local, Non-local Freshmen, and Exchange Residents)

- b. The latest check-out time would be further divided into 2 different timeslots on each mass check-out date based on the floor levels residents reside on:

12:00 noon (2/F – 10/F)

3:00 p.m. (11/F – 18/F)

- c. Residents were advised to check out floor-by-floor on their assigned check out date and time as indicated below:

10:00 a.m. (2/F, 3/F, 4/F)

11:00 a.m. (5/F, 6/F, 7/F)

12:00 noon (8/F, 9/F, 10/F)

1:00 p.m. (11/F, 12/F, 13/F)

2:00 p.m. (14/F, 15/F, 16/F)

3:00 p.m. (17/F, 18/F)

- d. Resident Tutors and Hall Tutors would be notified regularly on the number of pending checkouts.

- e. Temporary luggage placing area would be setup for residents at the Courtyard on the mass check-out days.

Student members suggested that returning residents should check out on a later date than those Freshmen as they were more familiar with the check-out arrangement and can assist with check out. In addition, a certain number of residents should be allowed to stay behind and check out at a later time as helper to assist with the mass check-out. Some members also commented that the check-out arrangement in the past year (Residential Year 2022/23) had much room for improvement and added

that there should be a longer time gap between the suggested 12:00 noon and 3:00 pm timeslot.

Action

Staff members shared that it would be essential to have a clear list of job duties for the helpers who were allowed to check-out late. As for the 12:00 noon and 3:00 pm timeslot, the office would need to conduct room checks and patrol by the Security after 3:00 pm and would therefore have difficulties to further postpone the 3:00 pm timeslot.

Hall Mgt

The Chairperson added that residents who checked out late with substantial reasons could be considered to be exempted from late check-out penalties. It was further suggested that the Hall Management should explore the feasibility that residents to be only able to check out according to their student types on the mass check-out dates on the 16 and 17 May 2024 (e.g. Residents from the 17 May group would not be able to check out on the 16 May 2024) while all resident groups can check out on or before the 15 May 2024.

Hall Mgt

6. Arrangement for Visitors during Adverse Weather or Extreme Conditions (RLCG-23/24-I03)

It was reported that adverse weather and extreme conditions such as black rainstorm and Typhoon Signal 8 or above were encountered in the past years. In view of the condition, guidelines on Visitation and Guest Pass System during such conditions were setup and details of the arrangement would be announced via mass email and the website of the Student Accommodation Section.

Hall Mgt

IV. A.O.B

1. Calculation of Travelling Marks for Hall Admissions

It was reported that the Student Accommodation Section was currently constructing an automated AI System to calculate the travelling marks of applicants for hall admissions. It was believed that such an enhancement would further increase the accuracy of calculations.

Hall Mgt

2. Major External Wall Repair of the Undergraduate Halls

As informed by the Estates Office, major external wall repair would be conducted in the Undergraduate Halls in two phases. The first phase would take place in 2024/25 Residential Year in the North Tower and the second phase would take place in 2025/26 in the South Tower. While the works are carrying out, all 4 halls in the Undergraduate Halls would be housed in one tower. At the same time, the new Residential College, Village CARE would be opened in phases starting from 2024/25 Residential Year and would partly compensate the reduced number of hall places due to the repair works at the Undergraduate Halls.

Members raised concerns if the usage of the Society Rooms on the 1/F of respective Hall Councils would be affected during the works. In addition, as all the 4 halls would be housed in the South Tower, members inquired if the 2 halls originally from the North Tower (Zhou and Soong) would have designated areas for their promotion of activities. The concerns would be further addressed once additional information about the Repair Project became available.

Hall Mgt

The meeting adjourned at 4:10 p.m.