

HONG KONG BAPTIST UNIVERSITY STUDENT RESIDENCE MANAGEMENT BOARD

Minutes of the 2nd Meeting of the Student Residence Management Board 2023/24 held at 4:30 pm on 8 March 2024 (Fri) in G9, Rev. James Mau Memorial Chapel, Undergraduate Halls, Hong Kong Baptist University.

Present: Mr Philip Tsai, BBS, JP, Chairman
Prof. Henry Fock, Director of Student Affairs, Convener
Ms Verona Lau, Assistant Director of Student Affairs, Secretary
Ms Kay Choy, Director of Estates
Ms Adonis Lee, Director of Finance
Prof. Shi Jue, Representative of Student Affairs Committee
Prof. Yiu Ming Cheung, Representative of Resident Masters
Mr Lau Ka Ho, **proxy** of Mr Lee Hon Tong, Student Representative of UGH
Mr Lai Man Chiu, **proxy** of Mr Law Ting Yiu, Student Representative of UGH
Mr Zhou Bowen, Student Representative of NTTIH

In Attendance: Mr Raymond Li, Associate Director of Estates
Mr Chris Chan, Assistant Student Housing Manager
Mr Chan Kwok Ho, Senior Student Housing Manager, Recording Secretary

Action

1. Welcome Members

The Chairman welcomed new members of the Board and called the meeting to order.

2. Confirmation of the Minutes

The minutes of the 1st SRMB Meeting 2023/24 held on 8 December 2023 were confirmed without any amendment.

3. Matters Arising from the Minutes

3.1 The two items for matters arising would be further reported to the Board in the next meeting in May 2024.

4. Matters for Discussion

4.1 Proposed Pricing Principles and Lodging Fees for Village CARE (2024/25)

- i. A site visit to the Undergraduate Halls (UGH) and the Village CARE (VC) were arranged for members before the meeting. Members were briefed on the paper as set out in *SRMB-23/24-2-D/01*.
- ii. The convener explained the rationale of the pricing principles to the members. In addition to the proposed annual lodging fee, a short-stay fee was also proposed. With reference to the practices of the sister universities, a 2-tier pricing scale was introduced, with a higher charge for

guests staying for 7 nights or less.

Action

- iii. Following a comprehensive discussion, members unanimously supported and approved the proposed pricing principles, lodging fee and short-stay fee of Village CARE (2024/25). The approved lodging fee and short-stay fee were summarized as below:

Room Type		2P/3P	7P	4P
Student Type	Period	Annual Lodging Fee [HK\$]		
Local Ug	2 Semesters	29,900	32,100	21,400
Non-Local Ug/ Exchange Ug		37,500	40,100	26,800
RPg	11 months	72,700	78,500	58,200
Guest Type	Period	Short-Stay Fee (per room per night) [HK\$]		
Short-stay guest	1-7 nights	N/A	N/A	620
	> 7 nights	N/A	N/A	570

4.2 Proposed Increase in Summer Letting Rents of UGH and Guest Room Rates of NTT

- i. Members were briefed on the paper as set out in *SRMB-23/24-2-D/02*.
- ii. It was noted that the current Summer Letting rents of UGH and NTT had not been adjusted since 2020 and 2014 respectively. A comparison of rates with sister universities was shared with members for consideration.
- iii. Members unanimously approved the proposed Summer Letting rents of UGH and the Guest Room Rates of NTT with effect from 1 June 2024. The approved amounts were summarised as below:

Summer Letting rents of UGH

Booking Period	Rent per twin-bed room per night [HK\$]
1-7 nights	480
>7 nights	440

Guest Room Rates of NTT

Room Category	Rate Paid by Department [HK\$]	Rate Paid by Department [HK\$]
Standard	400	500
Superior	530	640

5. Any Other Business

- 5.1 Proposal from the School of Chinese Medicine (SCM) regarding the engagement with an agency company in Mainland China to manage apartment rentals for practicum students.

- i. Dr Ku Ping Yui and Miss Lilia Lam, representatives from SCM, along with Mr Daniel Yan, Head of Legal from GAO, were invited to join the

- meeting at this point and presented the proposal.
- ii. It was noted that accommodation in Mainland China should be rented with corporate owners rather than individual owners, as previously advised by the Board in 2021/22. Taking this into consideration, Dr Ku presented the risks and challenges incurred by the current arrangement. These included issues such as complications in transferring money to Mainland China, the potential risk of being charged with money laundering, challenges in managing routine apartment maintenance, and the limited availability of apartments near the practicum hospital in Guangzhou.
- iii. With the presented difficulties, it was deemed necessary to appoint an agency to handle rental arrangements, maintenance, and temporary accommodation for SCM students in Mainland China when needed. SCM had approached various agencies, and the agency named Dong Bei (東蓓) was identified as the most suitable option. Dong Bei demonstrated the ability to fulfill all the necessary requirements and was the only agency expressed a willingness to provide the required services.
- iv. The agency fee charged by Dong Bei was proposed at a 25% mark-up of the rental amount. It was confirmed that telegraphic transfer arrangement could be made with Dong Bei. Considering it would be the first time of cooperation, a 2-year rental agreement was proposed instead of the usual 3 years.
- v. Referring to the SRMB Terms of Reference, members were invited to consider the acceptability of the proposed direction.
- vi. Upon understanding the risks and difficulties of the current arrangement presented by Dr Ku, members endorsed in principle the direction of appointing an agency company in Mainland China to handle the apartment rental and the regular maintenance services as soon as possible. Dr Ku's team was advised to seek assistance from the GAO, EO and FO for further proceedings, including the agreement terms and conditions, safety considerations, legal perspectives, and appropriate tendering procedures. The sensitive information related to this proposal would only be shared with relevant parties on a need-to-know basis.
- Action**

6. Date of Next Meeting

The next meeting of the Board would be held in the morning of 3 May 2024.

7. Adjournment

The meeting was adjourned at 6:00 p.m.

Confirmed by:

Chairman
(Mr Philip Tsai)

Secretary to the Board
(Ms Verona Lau)