

HONG KONG BAPTIST UNIVERSITY STUDENT RESIDENCE MANAGEMENT BOARD

Minutes of the 1st Meeting of the Student Residence Management Board 2024/25 held at 11am on 29 November 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
Mr John Cheng, Assistant Director of Finance, *representing* Mr Adonis Lee
Prof. Shi Jue, Representative of Student Affairs Committee
Prof. Cheung Yiu Ming, Representative of Resident Masters
Mr Leung Ka Chun, Student Representative of UGH
Miss Poon Ching Yee, Student Representative of UGH
Miss Xiao Jie, Representative of NTT

In Attendance: Mr Raymond Li, Associate Director of Estates
Mr Wilson Cheung, Senior Manager of Estates Office
Mr Chan Kwok Ho, Senior Student Affairs Manager
Mr Chris Chan, 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 3rd SRMB Meeting 2023/24 held on 3 May 2024 were confirmed without any amendment.

3. Matters Arising from the Minutes

3.1 There was no matter arising from the minutes of the meeting on 3 May 2024.

4. Matters for Reporting

4.1 Updates on Operational Matters of Student Residences

- i. Members noted the report as set out in *SRMB-24/25-1-I/02*.
- ii. Members were briefed on the financial results of student residences in the first quarter of 2024/25. It was noted that the accrued income and expenditure were 14.4% and 13.1% of the annual budget respectively.
- iii. Members noted that the overall occupancy rate of UGH, VC and NTT was 97% as of mid-November 2024.

Action

- iv. Members were briefed on the update on Village CARE. The North and West Blocks would be ready for residency at the beginning of Semester 2, 2024/25. With an additional 889 residential places complementing the existing 879 ones in the South and East Blocks, the total residential places in Village CARE would amount to 1,768.
- v. Members noted the progress of the Façade Enhancement Project in the North Tower of UGH. A painting system was adopted to replace the original wall tiles for the 3/F and above. This phase was projected to be completed by April 2025, while the next phase at the South Tower was scheduled to commence in June 2025 (it was mistakenly typed as June 2026 in the paper), right after the mass check-out in Semester 2.
- vi. For the renovation of 34 Lounges and Kitchenette in UGH, EO was currently in the process of tender preparation and confirmation of requirements and details. The tender was expected to be awarded by December 2024, with works for the North Tower scheduled for Q2 2025.
- vii. Members were updated on the progress of various improvement works in UGH and NTT.

4.2 Report on Regular Repair and Maintenance of Student Residence

- i. Members noted the report as set out in *SRMB-24/25-1-I/03*.
- ii. In view of the significant number of defects in both SRH & NTT, the need for preventive measures for these aging buildings was raised. It was proposed to include NTT in the campus-wide condition survey to identify any defective concrete, particularly above the false ceiling level. EO would oversee the survey and address the subsequent findings.
[Post-meeting note: EO advised that the condition survey for both SRH & NTT could be included in the U-wide consultancy services for Kowloon Tong campus.]
- iii. In reference to the incident of overheating electricity meter at Bistro NTT mentioned during the report, it was clarified that all RR&M costs related to Bistro NTT and BU Fiesta were covered by EO, not ACCM, as EO currently managed all the catering outlets on-campus.
- iv. Regarding the RR&M budget for the VC portion and the Projected VC Utility Costs, EO would further clarify the budget breakdown with SA, given that around HK\$1.9m and HK\$5m were allocated for the costs of works and utilities respectively in this new energy-saving building.

EO

EO

5. Matters for Discussion

5.1 Proposed Change of SRMB Membership

- i. Members were briefed on the paper as set out in *SRMB-24/25-1-D/01*. **Action**
- ii. As Village CARE had been commencing in phase in 2024/25, the Village CARE Governing Board (VCGB) would be established to oversee educational and budgetary matters of the Colleges. The VCGB would report financial and operational matters to the SRMB for further review and approval. In this connection, a representative from the College Masters was proposed to serve as a member in the SRMB. In terms of student representation, SROC would nominate a member residing in VC and one in SRH to contribute to the resource planning for all hostels in the future.
- iii. Members unanimously approved the proposed revision of SRMB membership with effect from Semester 2, 2024/25.

5.2 Review of Overhead Charge for Student Accommodation

- i. In view of the additional time needed for the University's Senior Management to discuss and provide guidance on the utilisation of the Overhead Charge for Student Accommodation before engaging Board members in the discussion, this agenda item and its paper were withdrawn from the meeting. FO would further advise on this matter and update the Board at a later time.

FO

5.3 Proposed Residential Programme Fees for UGH and VC

- i. Members were briefed on the paper as set out in *SRMB-24/25-1-D/03*.
- ii. Since Residential Education had been a fundamental component of Student Residence in the University, setting aside the Residential Programme fee would clarify its mandatory nature and encourage residents to engage in various residential education activities.
- iii. It was clarified that the collected Residential Programme Fees would be used to cover a portion of the expenses related to residential education activities. Subsidies from the overall budget are still required to support those programmes.
- iv. The proposed Residential Programme Fee for residents residing in UGH and VC starting from 2025/26 are as follows:
 - UGH: HK\$200 per resident per semester, totalling HK\$400 annually.
 - VC: HK\$400 per resident per semester, totalling HK\$800 annually.
- v. Members unanimously approved the proposed Residential Programme Fees with effective from 2025/26.

5.4 Proposed Improvement Works of ACCM

Action

- i. Members were briefed on the paper as set out in *SRMB-24/25-1-D/04*.
- ii. During the discussion, concerns were raised about whether the budget had been overestimated. In view of the financial challenges and the repayment of the loan to the University Central for the external wall repair and floor lounge renovation of ACCM, there were queries regarding any potential cost-saving options to reduce expenses on the improvement works. Moreover, the possibility of carrying out certain planning tasks through in-house staff instead of hiring consultants to minimise cost was suggested. When discussing feasible measures to reduce costs, EO suggested that options could be reviewed to meet SA's target budgets during discussions between EO and SA prior to formal presentations. While the proposed works were endorsed, it was hoped that the final costs could be minimised through various measures to cope with the tight budget constraints and reduce the overall expenses, which would eventually be borne by students.
- iii. Members unanimously supported and approved of the proposed improvement works mentioned in the paper.

EO/SA

6. Any Other Business

There being no other business.

7. Date of Next Meeting

The next meeting of the Board would be held in May 2025.

8. Adjournment

The meeting was adjourned at 12:10pm

Confirmed by:

Chairman
(Mr Philip Tsai)

Secretary to the Board
(Ms Verona Lau)