

# Reports from Boards, Committees and Sub-committees



Ir James Y C Kwan

## ADMINISTRATION COMMITTEE

The Administration Committee meets five times during the Session to interpret, develop and implement the Institution's policies on financial and administration matters and to co-ordinate administrative functions that involve more than one standing committee. During this Session, we have progressed in a number of areas, with the strong support of our Sub-committees.

A priority issue facing the Committee was to maintain prudent budget control. With the effort of the Finance

& Investment Sub-committee and the concerted efforts of all parties concerned, the Institution was able to reach its budget and sustain a stable and healthy financial position for the year. We will build on these foundations in the coming year to work for a balanced budget.

We have also adopted an approval mechanism to cover the introduction of new initiatives with financial implications. This will limit the impact of financial fluctuations on the progress in delivering our planned activities and will also provide funds for the development of new initiatives. In other policy areas, we have finalised a set of principles which will govern the use of Chinese in the Institution's documents.

This year also saw the launch of a partnership programme with the Career Times Online Limited. Complimentary copies of Career Times are now available at the Institution's headquarters to provide members with a useful and up-to-date resource covering the local manpower market. As part of the programme, the Institution maintains a presence at the website <http://www.careertimes.com.hk> to enhance our publicity.

In view of the increasing complexity of issues encountered by the Institution, we have proposed to the Council the appointment of an additional legal advisor. The Committee's efforts to ensure the Institution's exclusive right to use the two HKIE Coats of Arms and the Wheel Logo took another major step forward when we accepted, after a comprehensive review, the disclaimer conditions for the registration of our logos under the Trade Marks Ordinance. This covers an initial period of seven-years.

On another front, a newly-designed name card will be introduced in the 2004/2005 Session. Guidelines for information to be printed on the name cards were developed to ensure we have a standardised presentation. We have also refurbished meeting rooms and the bar area and improved meeting facilities to provide a modern meeting environment for the Institution. In addition, our range of souvenirs has been expanded to include a tie and a mini scarf.

We have worked closely with the Management Sub-committee to review the composition and terms of reference of standing committees and changes to the designation of standing committees will be implemented in the 2004/2005 Session to better define their functions and level of authority. The Committee also reviewed the staffing establishment of the Secretariat and kept an eye on the account of the Institution's conferences, Journal and Yearbook.

Finally, the Administration Committee thanks all Sub-committees for their support and hard work that has helped ensure our goals for the year have been met.

## Finance & Investment Sub-committee

The Finance & Investment Sub-committee is responsible for the management of the assets and investments of the Institution. It is also responsible for the planning

and monitoring of the Institution's income, expenditure and cash flow. The Sub-committee reports to the Administration Committee.

The Sub-committee is pleased to announce that for the financial year 2003-2004, the Institution achieved a healthy financial and cash position with a surplus of HK\$2.43 million. As a result of the reduction in membership fees for Associate, Graduate and Student (over 25 years old) members, the total income for the year was HK\$24.4 million, which was HK\$700,000 less than that of the previous year. On the expenditure side, the total expenditure was HK\$22 million. There was an increase of HK\$1.28 million as compared to that of last year, which is mainly due to the introduction of early bird discounts related to membership fee payment to all members. Overall, the spending pattern remained broadly similar.

Taking into consideration the economic situation as well as other factors, the Sub-committee has recommended maintaining membership fees at their existing level for 2004/2005 Session and to continue with the early bird discount to all members, whose subscription payments are made by cheque or cash. With close monitoring on spending, the Institution is expected to meet its financial budget in the coming financial year.

## Journal Editorial Sub-committee

The new composition of the Sub-committee was implemented during the Session. The Sub-committee welcomed two new Co-opted Members from the Council, and members worked in a concerted effort to maintain and improve the quality of the Journal.

The on-line journal was launched in 2002 to facilitate access at anytime and from anywhere. The on-line journal is now being updated to provide members with a more user-friendly environment. Members as well as other visitors to the website will enjoy easier access as a result of the revamp which will be introduced during the coming Session.

The Sub-committee has worked to ensure the *Hong Kong Engineer* keeps pace with today's fast changing knowledge-based society. The Journal provides members with the most up-to-date information about the Institution and industry as well as covering interesting, topical issues across the different fields of engineering. With an aim to facilitate knowledge sharing and to broaden members' horizons, the Sub-committee has resolved that a balanced mix of engineering topics should be maintained for the Journal's cover stories. The Sub-committee also introduced an initiative to enhance members' understanding of the Institution's awards and to recognise the outstanding achievements of recipients of the HKIE awards. Starting from this Session, a feature on the awardees will be published annually.

Despite the economic downturn of recent years, the Publisher has worked hard to secure advertising income for the Journal. Nevertheless, advertising revenue in this Session was less than satisfactory. The publication of the *Yearbook*, however, continues to show a substantial profit. The Institution was able to share a total profit of about HK\$137,000 generated from the publications.

## Management Sub-committee

The Management Sub-committee is responsible to the Administration Committee for the regular review and updating of the management and administration procedures of the Institution. Continuing on the efforts made during the last two Sessions, the



priority in this Session has been the conclusion of the overall review of the Composition and Terms of Reference (TOR) of the standing committees to give them a more precise and consistent presentation. We are pleased to report that the proposal was finalised and approved by the Council.

The Sub-committee has also formulated a procedure for making amendments to the Composition and TOR of the standing committees to ensure that revisions proposed are appropriate and consistent. Further to this, the content of the Management and Administration Manual was reviewed to illustrate a better picture of the reporting line, responsibilities and appointment of each standing committee for distribution to Council Members and standing committee chairmen at the next level.

Although efforts this Session have been focused on the review of the Composition and TOR of the standing committees, we have also taken on board a review of the designations of the organisational structure of the Institution to clearly define the level of authority and the nature of work of the standing committees. Changes to the designations of the Administration Committee and its sub-committees as well as the Safety Specialist Group will come into effect in the 2004/2005 Session.

#### ◆ Staff Resources Sub-committee

The Sub-committee is responsible for reviewing policy and guidelines for staff establishment, and for formulating policy and guidelines for salary levels and conditions of services for staff as well as maintaining an equitable remuneration system. Pursuant to the review conducted by the Management Sub-committee on the TOR of all boards and committees and on the recommendation of the Administration Committee, the Council approved that the Sub-committee will also review job specifications for the secretariat staff.

In the last report, we referred to the introduction of the "Performance Incentive & Adjustment Plan". The principle of this Plan is to manage staff by objectives and through a performance appraisal system designed to assess the performance of staff against the objectives established. With its successful implementation in the Session under report, we will continue to maintain this appraisal system in the coming Sessions.

In studying the balance of support at different levels in the secretariat, the Sub-committee considered it important to examine the staffing structure to ensure that equilibrium in terms of the division of work could be achieved with appropriate support and ultimately benefiting the membership with better services. Proposals devised to address the issue were supported and are targeted for implementation in the 2004/2005 Session. With prudent management and careful monitoring, there has been a significant saving in the staff cost against the budget for the financial year 2003-2004.

During the Session, the Sub-committee has also taken on board a review of overtime payment for the grade of Office Assistant. In line with the new TOR, the Sub-committee also reviewed job descriptions for the secretariat staff.

#### ◆ QUALIFICATION & MEMBERSHIP BOARD

The Qualification & Membership (Q&M) Board had a busy and fruitful year developing and upholding the quality of the Institution's membership qualification system. This year, the total number of applications for Corporate and other classes of Membership reviewed by the Board were 753 and 982 respectively. The passing rate for Corporate Membership stood at 63.9%.

Two new Reciprocal Recognition Agreements were signed during this Session. The draft Agreement with the National Administration Board of Engineering Registration

(Structural) (全國註冊工程師管理委員會 (結構)) was signed on 17 February 2004 in Beijing while the Mutual Recognition Agreement with the Canadian Council of Professional Engineers (CCPE) was signed in Charlottetown, Canada on 15 May 2004. The Board was also pleased to report that the Agreement with the Chartered Institution of Building Services Engineers (CIBSE) was renewed on 16 June 2004 at the CIBSE Headquarters in London.



Ir Dr Greg C Y Wong

Agreements with the Ministry of Construction of PRC on Supervising Engineers (監理工程師), Electrical Engineers and Geotechnical Engineers are under active consideration. In addition, we have initiated the review of the existing Reciprocal Recognition Agreements with the Institution of Electrical Engineers (IEE) and Institution of Gas Engineers & Managers (IGEM).

The Board also proposed a new policy covering declarations of interest for Board Members. A recommendation was made to and approved by the Council that graduates from Higher Certificate, Higher Diploma, Associate Degree and equivalent programmes will be eligible to become Graduate Members, subject to each applicant meeting certain requirements. A Joint Working Group with the Institution of Civil Engineers was set up to conduct joint professional assessments. The Institution is in the process of reviewing its existing Fellowship criteria. Meanwhile, amendments to M2 Routes to Fellowship by the Board have been approved by the Council which will continue to review the Fellowship criteria at policy level.

#### Membership Application Statistics

Grade	Applications			
	Considered		Accepted	
	2003/2004	(2002/2003)	2003/2004	(2002/2003)
Fellow	62	(40)	47	(28)
Member	682	(719)	423	(466)
Associate Member	9	(11)	6	(11)
Graduate	458	(616)	448	(595)
Student	526	(296)	523	(292)
Companion	0	(0)	0	(0)
Affiliate	4	(6)	4	(6)
Additional Discipline	74	(97)	55	(57)
<b>Total</b>	<b>1,815</b>	<b>(1,785)</b>	<b>1,506</b>	<b>(1,455)</b>

Note: 1. Up to 31 March each year

2. For the grade of Member, the difference between the number of applications shown as 'considered' and applications shown as 'accepted' does not in all cases indicate a rejection. A significant number of professional assessments are still being processed.

#### Membership Growth

Membership	31 Mar 2001	31 Mar 2002	31 Mar 2003	31 Mar 2004
Hon Fellow	17	17	18	17
Fellow	779	784	796	814
Member	8,581	9,036	9,365	9,638
Associate Member	2,464	2,345	2,212	2,084
Graduate	4,234	4,276	4,284	4,149
Student	2,093	1,948	1,656	1,780
Companion	23	25	23	22
Affiliate	449	534	616	727
<b>Total</b>	<b>18,640</b>	<b>18,965</b>	<b>18,970</b>	<b>19,231</b>

# Reports from Boards, Committees and Sub-committees

## Education & Examinations Committee

The Education & Examinations (E&E) Committee, chaired by Ir Peter K K Lee, reports to the Q&M Board on all recommendations in regard to the individual assessment of academic qualifications for Member and for Associate Member applicants who are holders of non-recognised academic qualifications.

In the five meetings held during the Session, the Committee considered a total of 56 cases for Member, of which 22 cases were accepted as meeting the academic qualifications for Member; 28 cases were rejected, and 6 cases awaiting additional information from the candidates. Three cases for Associate Member have also been considered.

The Building Discipline is the most popular discipline for academic assessment and is followed by the Civil Discipline.

## Fellowship Committee

The Fellowship Committee reports to the Q&M Board on all recommendations in relation to the election of Fellows. Four meetings were held and a total of 49 Fellows were recommended. In addition, the Committee continues to provide valuable input on Fellowship matters, including advice on admission criteria. It is the policy of the Committee to assess every application on its individual merits and the particular circumstances of each applicant are always fully considered by the Committee.

The Institution is in the process of reviewing its existing Fellowship criteria. The Committee hopes to see more qualified applicants submit their applications to Fellow in the future.

## Professional Assessment Committee

The Professional Assessment Committee (PAC) is responsible for the establishment and maintenance of the procedures and quality of assessments.

During the Session, the Committee provided valuable advice on scenarios that arose during professional assessments. In a case when the First and Second Assessors cannot reach a consensus, the Discipline Advisory Panel will now take a more proactive role and make recommendations. The Committee reviewed the issue of Membership without a Discipline and set criteria for the selection and assignment of Assessors for candidates in this category. The Committee is also reviewing and clarifying guidelines to Assessors and the time-logged schedule used to monitor the professional assessment process.

Two Induction Sessions were held to update assessors on the professional assessment process. Presentations to Associate Members on Membership application criteria and to Scheme 'A' trainees were also arranged.

## Quality Control Committee

The Quality Control Committee (QCC) reports directly to the Q&M Board and is responsible for providing quality assurance on all professional assessments for Member and assessments for Associate Member status.

Five meetings were held in the Session and a total of 423 applications reviewed. The success rate was 49% compared with 55% in last Session. The Committee continues to achieve its mission to maintain a consistent quality standard of professional assessment results across the 16 Disciplines of the Institution.

In addition, the QCC plays a role in vetting the applications pursuant to Reciprocal Recognition Agreements with other countries. In this respect, the QCC has successfully achieved the objective of its vetting functions to uphold the quality of members.

## Training Committee

A series of activities have been launched for the promotion of the HKIE Engineering Graduate Training Scheme 'A'.

The process included visits to Hong Kong Science and Technology Parks Corporation (HKSTP) to hold talks with its tenants, letters to other potential companies and companies which had previously shown interest in applying the training scheme. A briefing session was also conducted on 3 March 2004 at the HKIE Headquarters to introduce the training scheme to prospective companies. Taking a proactive role to contact companies and organisations is a positive approach to ensure the future long-term well being of the training scheme.

A Working Party was set up to review the Common Core Objectives currently in use. The "training-by-objectives" approach was first introduced in 1994 to assess trainees' progress. A review was subsequently conducted in 1999. The Core Objectives, which formed part of the objectives, are also under review by respective discipline advisory panels. The "Training Record of Objectives" booklets for 16 Disciplines will be re-printed afterwards.

The Task Force on "Training for Associate Members" was set up to work out essential arrangements and a structured training scheme to facilitate candidates to become Associate Members. The Task Force selected and proposed Civil, Building Services and Manufacturing & Industrial as the three pilot disciplines for implementation of the training scheme. Meetings and discussions were held with the respective discipline advisory panels to develop primary training documents including Model Training Guides, Core Objectives and Common Core Objectives.

## LEARNED SOCIETY BOARD

The Board continued its work to uphold and enhance the status of the Institution locally and internationally, to foster collaboration with other engineering institutions, and to oversee the co-ordination of learned society activities organised by divisions and committees. In this Session, divisions and committees executed a wide array of activities including awards, conferences, seminars, talks and visits to promote the Institution and to enhance the development of learned society activities. Participation in these activities offers valuable networking opportunities to members. Information on these activities is reported in later sections of this *Annual Report*.



Ir Wong Kwok-lai

To boost relations with the Mainland and to build a global network for members, the Board recommended to the Council the establishment of Agreements of Co-operation with the Beijing Association for Science and Technology, the Hainan Association for Science and Technology and the Energy Institute in United Kingdom. The Board also supported the proposal to sign a Memorandum of Understanding with the Hong Kong Computer Society. Additionally, the Board reviewed the Agreement of Co-operation with the Institution of Civil Engineers and the proposals from divisions for signing co-operation memoranda with their counterparts in the Mainland. These were all recommended to the Council for approval.

To continue the HKIE's endeavours in promoting the engineering profession and the Institution to secondary students and engineering undergraduates, the Board reviewed the HKIE's student prizes and made recommendations to the Council for approval. The recommendations were approved for implementation in this Session. At divisional level, divisions initiated various student prizes and competitions to reach out to the younger generation and the community.

On committee matters, there was much deliberation on the proposal for the implementation of mandatory CPD requirements for Corporate Members. The Board supported the proposal and submitted the proposal together with a summary of the Board's comments and observations to the Council for consideration. The Council approved in principle the policy direction on the implementation of the mandatory CPD requirements for the Corporate Members and requested the CPD Committee to consider further the details of the implementation plan.

During the Session, the Board continued to review the Division Rules and the Composition and Terms of Reference of the Board as well as the committees reporting to it.

Other matters addressed included the Chain of Office of divisions and overseas chapters, the Guidance Note for the HKIE Representatives nominated by CSC on External Committees, and the procedures for nomination and election of Local Representative Co-ordinator and Deputy Local Representative Co-ordinator.

Sincere thanks go to all Board members who have offered unstinting support and advice throughout the Session.

### Community Service Committee

The Community Service Committee (CSC) continued its role in providing constructive comments on consultation papers, nominating members to serve on external boards and committees, and contributing professional service to the community.

A total of 25 invitations for comment on a wide range of engineering issues were received from various government departments and higher education institutions. On the issue of the proposal for Registration of Building Services Engineers under the Buildings Ordinance, the Committee deliberated and contributed views to facilitate the Institution to prepare a paper for submission to the Buildings Department for consideration in April 2004.

The Committee also made a total of 39 nominations in response to the invitations for nominations onto external boards and committees of government departments, higher education institutions and other organisations. The Committee reviewed and revised the Guidance Note for the HKIE Representatives nominated by the CSC on External Committees to better describe the responsibilities of the HKIE representatives to report to the CSC.

The Committee continued to co-ordinate the free service of providing professional advice to the public through the Building Management Resource Centres (BMRCs) of the Home Affairs Department. Presentations were given at the talks and workshops organised by the BMRCs to convey a proper message to the public on building management and maintenance issues.

With the continued support and contribution of members, the Committee will endeavour to give prompt responses to the invitations for opinions on consultation papers as well as nominations of the HKIE representatives, and also to continue its work in co-ordinating voluntary professional service to the community through the BMRCs.

### Conference Committee

The Institution successfully hosted three major conferences during the Session. The International Conference on Electrical Engineering (ICEE 2003), held from 6 to 10 July 2003, was jointly organised by the Institution, the Chinese Society for Electrical Engineering, the Institute of Electrical Engineers of Japan and the Korean Institute of Electrical Engineers. With the theme "Intelligent, Clean, Efficient Electricity for the 21st Century", ICEE 2003 was attended by over 250 delegates mostly from Japan, Korea, Hong Kong and the Mainland. Secretary for Economic Development and Labour, Mr Stephen Ip, was the Guest of Honour. ICEE 2003 featured 4 keynote presentations, 3 panel discussions, 1 tutorial session, 134 oral/poster presentations and 2 technical visits. Keynote speakers came from the Mainland, Hong Kong, UK and US.

The International Conference on Pollution in the Metropolitan and Urban Environment (POLMET 2003) was held from 3 to 5 November 2003. The theme was "Sustainable Urbanisation - The Challenge in the Changing Economy". It was attended by over 300 delegates with the Secretary for the Environment, Transport and Works, Ir Dr Sarah Liao, as Guest of Honour. Distinguished keynote speakers included experts from Hong Kong, the Mainland, UK, the Netherlands, and representatives of United Nations Environment Programme, and the World Bank. The three-day conference featured 14 technical sessions with over 60 papers and 3 technical visits. POLMET 2003 was the seventh event in its triennial series.



Jointly organised by the Institution and the Shanghai Association for Science and Technology, the Hong Kong and Shanghai Symposium on Science and Technology was held in Hong Kong from 17 to 19 May 2004. The Symposium is held every two years in a venue that alternates between Hong Kong and Shanghai. Over 90 delegates attended the Symposium including 30 delegates from Shanghai and Jiangsu. Miss Margaret Fong, Permanent Secretary for the Environment, Transport and Works (Transport) was the Guest of Honour. There were 2 keynote papers and 18 other papers presented by experts from Shanghai and Hong Kong. All related to the theme, "IT, Transport & Management".

The generous support of both members and individual sponsors has contributed to the success of these conferences which act as an important international forum for the exchange of knowledge, professional networking and recognition of Hong Kong's engineering profession.

# Reports from Boards, Committees and Sub-committees

## ◆ Continuing Professional Development Committee

The Continuing Professional Development Committee (CPDC) continued its efforts to promote, promulgate and administer Continuing Professional Development (CPD) among members of the Institution.

Over 290 courses, planned by the Committee with its CPD course providers, attracted more than 2500 participants. The Committee also co-organised, with the Young Members Committee (YMC), free CPD courses/activities for YMC members. The fixed budget for this was borne by the CPD Promotional Fund.

Following the introduction of voluntary CPD requirements for Corporate Members in September 2001, a Working Group was formed to develop an action plan for the implementation of mandatory CPD requirements for Corporate Members. Two rounds of consultations involving all divisions were undertaken and an open consultation with all members was conducted using the HKIE website. Comments received were taken into consideration by the Working Group in drawing up its final report which was endorsed by the CPDC. The Council has supported the report in principle but requested the CPDC to further improve the proposals for resubmission.

In response to the development needs of Associate Members, the CPD requirements for (i) Associate Members (Voluntary Scheme) and (ii) Candidates who apply for Associate Membership through normal or mature route, were both implemented on 1 February 2004.

CPDC and the Independent Commission Against Corruption (ICAC) jointly produced 20,000 copies of CD-ROM "E-Learning Package for Professional Engineers". These CD-ROMs were sent to all HKIE members in July 2003. The Seminar on "Ethics in Practice for Professional Engineers", held on 27 September 2003 at the Kowloon Shangri-La Hotel, marked the official launch of the CD-ROM by the President, Ir Dr Alex Chan. Various speakers representing public utility companies, consulting engineers, contractors and the ICAC gave their perspectives on ethics in practice.

## ◆ Public Relations Committee

The Public Relations Committee (PRC) enthusiastically works towards publicising and enhancing the image of the HKIE and the engineering profession at large, essentially building on the excellent framework laid down in the last few years.

In support of the government's efforts to promote Hong Kong's professional service in the Mainland, the PRC Chairman represented the HKIE on a delegation to Fuzhou and Xiamen early in the Session. Members of the Committee also participated in numerous external public meetings during the Session.

Several open institutional fora were organised to respond to high profile events as they occurred. Notable examples included one on highway safety standard in the wake of the Tuen Mun Highway accident and one on the controversy of the Victoria Harbour Reclamation projects. There was also a joint forum with other

relevant professional institutions on the issue of harbour reclamation and a briefing meeting organised on the development plans for the Hong Kong International Airport.

The District Relations Work Group made great strides in building relationships with various District Councils since last November's elections. The Kwun Tong and Kowloon City District Councils visited the Institution's headquarters in April and May 2004 in response to an invitation by the PRC. These occasions were well attended and appreciated by the Councilors and provided a good platform to highlight the contributions of professional engineers and the HKIE to society.

The development of media relationships continued with excellent publicity in the South China Morning Post, Ming Pao and other Chinese language press of the HKIE Awards including the inaugural (2003) and 2004 Young Engineer of the Year Award and more recently the HKIE Gold Medal. A press briefing was held to publicise the signing of agreements on mutual recognition of professional qualifications with the Mainland authority and with Canada.

The Events & Publicity Work Group organised a series of Popular Science Lectures for the general public, featuring prominent HKIE members. Held at the Science Museum, subjects covered included the Hong Kong-Macau-Zuhai Bridge-Tunnel Scheme and Infections Diseases Prevention. The HKIE exhibition booth at the annual Education & Careers Expo attracted a high level of interest and the Career Talk given at the event received an enthusiastic response. The Committee also participated in a massive programme of Career Talks to universities, the Hong Kong Institute of Vocational Education and over 20 secondary schools. This work plays a vital role in attracting the brightest and best students to join the profession. Planning is also underway for a programme of events to publicise the contribution made by professional engineers to Hong Kong's infrastructure development.

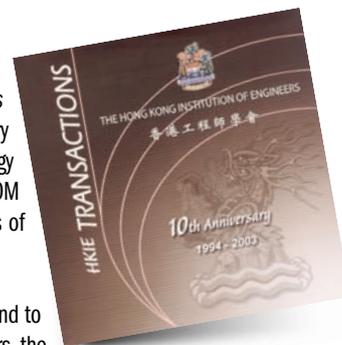
The tremendous support from the PRC members, particularly the HKIE School Ambassadors and members who contributed to external talks and events, and from the President, is gratefully acknowledged.

## ◆ Publications Committee

Launched in 1994, the *HKIE Transactions* this Session celebrated its 10th anniversary issue with the theme of "Emerging Technology in the 21st Century". In addition, a CD-ROM with a collection of ten years' archives of Transactions papers was produced.

To keep pace with the information age and to provide a value-added service to members, the *HKIE Transactions Online* was also launched. The content index and abstract of the Transactions papers is now available for reference on the HKIE website.

In view of the steady development of the *HKIE Transactions*, the Transactions International Steering Committee has been dissolved. The Publications Committee invited members of high standing from local and overseas to be the Transactions International Advisors with a view to elevating the international standard and quality of the *HKIE Transactions*. The Committee also took the initiative to re-engineer the Transactions papers reviewing process and was pleased to announce the establishment of an Editorial Panel.



Meeting with members of Kwun Tong District Council

The Committee will continue its efforts in the publication of special sections with an aim to ensure the quality and quantity of Transactions papers. To enhance the promulgation of the *HKIE Transactions*, the complimentary list was also expanded to cover Mainland and overseas academia. This will be a key to developing the *HKIE Transactions* as an internationally recognised journal.

The Transactions Prize recognised two papers during the year and the first winner of the HKIE Transactions Prize (Young Engineers) was also announced.

We are pleased to note that the subscription for the year has been kept at a similar level to previous years.



Ir Prof Ko Jan-ming

### ◆ ACCREDITATION BOARD

As a signatory to the Washington Accord, the Institution has successfully established itself as an internationally recognised accrediting authority for the accreditation of engineering degree programmes in Hong Kong. The Accreditation Board consists of 19 members including two from overseas. The two overseas members are Prof Ira Jacobson from the United States and Prof D A Nethercot from the United Kingdom.

At present, a total of 75 engineering degree programmes are accredited by the HKIE. During the period under review, the Board carried out four accreditation visits to the Hong Kong University of Science and Technology, the Hong Kong Polytechnic University, the Chinese University of Hong Kong and City University of Hong Kong to evaluate 12 engineering degree programmes. One of the accreditation visits to the Hong Kong University of Science and Technology conducted in November 2003 was observed by a delegation from the China Association for Science and Technology. This enabled an exchange of information on the latest accreditation practice. The Board started its first accreditation visit in 1995. The normal cycle of accreditation is around 5 years and the Board is in the middle of the second cycle.

In line with the standard practice of other Washington Accord signatories, a Working Party formed by the Accreditation Board completed an interim review on accreditation criteria with minor amendments proposed and approved by the Board.

The Board continues to maintain a high standard in its activities and has been working closely with the universities and the higher education institutions to achieve this.

### ◆ Accreditation Committee for Computer Science Programmes

The Committee, in its third year of operation, laid down a very solid foundation for the operation and development of accreditation for Computer Science programmes in Hong Kong. The Committee's first accreditation visit was to the City University of Hong Kong and its Computer Science programme. The Committee applied the same accreditation criteria to the Computer Science programme at the Chinese University of Hong Kong from 11 to 12 March 2004. The visit was led by Ir Kenneth Hsu, Deputy Chairman of the Accreditation Board.

Following discussions with all Hong Kong universities, the Committee has attracted the full support of local Computer Science programmes in seeking accreditation from the Institution. Prominent industry members representing major IT employers in Hong Kong have joined the Committee to provide essential input.

At the same time, the Institution's Task Force on Accreditation Criteria for Computer Science Programmes, led by Ir Prof W C Siu, Deputy Chairman of the Committee, is reviewing the criteria applied by other major Computer Science accrediting authorities with a view to strengthening existing criteria applied in Hong Kong. This review should be completed in the next Session.

### ◆ Accreditation Committee for Higher Diploma Programmes

At present, a total of 47 higher diploma and associate degree programmes are accredited by the HKIE. During the period under review, the Committee conducted accreditation visits to five higher diploma programmes and two associate degree programmes. This included one computer technology programme.

For Sydney Accord verification, the Institution was removed from the transitional schedule of the Sydney Accord and was approved as a Full Signatory of the Accord. All the higher diploma and associate degree programmes, including computer technology programmes accredited by the HKIE are fully recognised by other signatories.

### ◆ PLANNING ADVISORY COMMITTEE

The Committee held its meeting concurrently with the Strategic Planning Meeting to discuss and chart the way forward for the future development of the Institution. The Meeting focused on the discussion and deliberation of important issues including the planning cycle of the Institution, the Institution's development in the international arena and its repositioning in relation to its membership base. The boundary of engineering and the development of the IT Discipline were also discussed.

A number of recommendations were made to facilitate the development of the Institution and to help set a new course. This included the adoption of a pioneering and forward-looking three-year planning cycle and process for the formulation of strategies. The Meeting reaffirmed the role of the Strategic Planning Meeting in formulating strategies to explore the Institution's long-term directions. A three-year rolling plan will offer a flexible approach to changing needs and will be conducive to the tactical development of the Institution. It was recommended that the three Vice Presidents and the Planning Advisory Committee work together to formulate tactics and strategies.



Ir Dr Lau Ching-kwong

Taking into account the recent developments of engineering institutions in UK, there was a general agreement that in view of the changing environment and the advent of new technology, a redefinition of engineering is necessary. Consensus was developed over the absorption of IT Discipline practitioners as a general direction for broadening the membership base of the Institution.

Other matters identified as requiring consideration and discussion by the Executive and the Council - included developing a Chinese language version of Institution documents, the role of Past Presidents and the Institution's position in political affairs.