

# APPENDICES

# 附錄

## College Governance

## 學院管治

College of Professional and Continuing Education (CPCE) is a self-financing college founded by The Hong Kong Polytechnic University (PolyU). CPCE has its own Council which oversees the College's strategic directions and management.

Academic governance is overseen by the PolyU Senate, and the CPCE's College Board, which is a Senate Committee supervising matters relating to academic programmes of its constituent units, HKCC and SPEED.

The QA framework of CPCE, including its committee structure as well as the policy and procedures for its academic programmes, are governed by PolyU's regulations.

### 1. Governance Structure

#### 1.1 Committee Structure and Management of CPCE

##### College Council

The College Council is the governing body of CPCE. Chaired by the PolyU President, its membership comprises Deputy President and Provost, Executive Vice President, Dean of CPCE, and the Director of Finance. Three Senate members of PolyU and three external members appointed by the University President also serve on the Council as members.

##### College Board

The College Board is responsible for the academic development of CPCE and quality assurance of its programmes and other activities. Chaired by Dean of CPCE, its membership includes staff from the academic divisions and student representatives from HKCC and SPEED.

##### Committees under the College Board

Under the College Board, there are a number of committees looking after various policy/functional areas. They are Academic Regulations Committee, Academic Appeals Committee, College Learning and Teaching Committee (CLTC), Course Assessing and Monitoring Committee, General University Requirements Committee, Research Committee, and Subjects Committee.

專業及持續教育學院（CPCE）是由香港理工大學（理大）成立的自資學院。學院設有本身的校董會，統籌學院的發展策略及管理。

學院的學術管治由理大教務委員會及CPCE學院院務委員會監督。學院院務委員會是教務委員會轄下的委員會，專責監督CPCE旗下的香港專上學院（HKCC）及專業進修學院（SPEED）的課程及相關事宜。

CPCE的質素保證架構，包括委員會的組織，以及課程政策和程序，均按照理大的規則去治理和執行。

### 1. 管治架構

#### 1.1 CPCE委員會架構及管理

##### 學院校董會

學院校董會是策劃及領導學院發展的管治組織，由理大校長擔任主席，成員包括常務及學務副校長、行政副校長、CPCE院長，以及財務總監；其他成員包括三名理大教務委員會的成員，及三名由校長委任的校外人士。

##### 學院院務委員會

學院院務委員會專責統籌學院的學術發展及質素保證等相關事宜，由CPCE院長擔任主席。委員會成員包括學部講師，以及HKCC和SPEED學生代表。

##### 學院院務委員會轄下委員會

學院院務委員會轄下設有多個委員會，專責處理學院在不同範疇的政策或職能。它們包括教務規章委員會、教務申訴委員會、教學委員會、科目評核及監察委員會、核心課程委員會、研究委員會，以及科目委員會。



## Dean of CPCE and various committees of the Dean

The Dean, as the chief executive of CPCE, is responsible to the Council and reports to the Deputy President and Provost for the management of the College. Committees of the Dean are set up to oversee various matters of the College, including campus and campus sustainability, ethics, management, human resources, information and education technology, grievances and appeals, student discipline, staff and student development, Work-Integrated Education, non-local affairs, library, student hostel management, catering services as well as health and safety.

## CPCE Advisory Committee

The CPCE Advisory Committee offers advice on the strategic direction and development of the College. It also advises CPCE on the scope and nature of its academic programmes, research and other activities in relation to the needs of Hong Kong and the region. The majority of the CPCE Advisory Committee members, including the Chairman and Vice Chairman, are external to PolyU and CPCE.

## 1.2 CPCE Representations at PolyU Committees

CPCE is represented in various PolyU Committees. Dean of CPCE is a member of the Senate, the Academic Planning and Regulations Committee (APRC), the Quality Assurance Committee, and the Academic Council. The PolyU LTC (Learning and Teaching Committee) also includes two members representing CPCE, the CLTC Chair who serves as an ex-officio member, and another academic staff nominated by the College Board.

## 1.3 Communication with Staff and Students

Almost all CPCE committees include appointed, nominated or elected staff members to ensure that staff views are adequately represented in academic and other matters of the College. In addition, academic and non-academic staff representatives are elected to join the respective consultative groups which serve as an effective channel for collecting staff opinions in different College policies. The Staff Retreat also serves as a platform for colleagues to express their views and to be kept abreast of the latest College developments.

To ensure that students' voices are heard and they remain well-informed about CPCE's major developments, student representatives sit on a large number of College committees and user groups, such as College Board, College Learning and Teaching Committee, Library Committee, Information and Educational Technology Committee, Student Development Committee, Student Discipline Committee, Student Hostel Management Committee, Catering Committee and Campus User Groups. The composition of various committees at the Unit level also includes student members to facilitate student participation in the affairs of HKCC and SPEED.

## CPCE院長及院長轄下委員會

CPCE院長向校董會負責，並向常務及學務副校長匯報學院管理事宜。院長轄下設有多個委員會，專責處理非教務政策事宜，包括校園事務、校園可持續發展、道德操守、管理、人力資源、資訊及教育科技、申訴及上訴、學生紀律、教職員和學生發展、校企協作教育計劃、非本地事務、圖書館、學生宿舍管理、膳食服務，以及健康及安全。

## CPCE顧問委員會

CPCE顧問委員會就學院的策略方向和發展提供建議，亦會因應香港及地區的需要，為學院不同範疇及種類的學術課程、研究以至其他活動，提供意見。CPCE顧問委員會的主席、副主席以至大部分成員都是校外成員，並非理大或CPCE人員。

## 1.2 理大轄下委員會的CPCE代表成員

理大轄下多個委員會均有CPCE的代表成員。CPCE院長是教務委員會、教務策劃及規章委員會、質素委員會及學術政策委員會的成員。理大教學委員會亦有兩名CPCE成員，分別是學院教學委員會主席作為當然成員，以及由學院院務委員會提名的教員。

## 1.3 與教職員及學生的溝通

為確保學院在教學或其他事宜上，能夠充分反映及考慮員工意見，學院轄下的委員會大多有員工代表，他們經指派、提名或推選方式加入委員會。另外，CPCE分別為教學人員和行政人員成立諮詢小組，教職員可以推選代表出任所屬小組的成員，讓學院在不同的決策上能夠廣納員工意見。此外，員工亦能夠藉著教職員退修會，掌握學院的最新動向，並對學院的發展發表意見。

為讓同學表達意見，以及了解學院的重要發展，學院多個委員會及小組均有學生代表成員，包括學院院務委員會、教學委員會、圖書館委員會、資訊及教育科技委員會、學生發展委員會、學生紀律委員會、學生宿舍管理委員會、膳食委員會以及校園用戶小組等。另外，HKCC及SPEED轄下委員會亦包括學生成員，促進學生參與學院事務。

## 2. QA Framework

### 2.1 Programme Planning, Validation and Review Processes

All programmes leading to PolyU-SPEED awards at the undergraduate degree level go through programme planning, validation and review processes as prescribed by PolyU. For sub-degree programmes leading to PolyU-HKCC or PolyU-SPEED awards, planning approval is delegated by Senate to APRC (with the list of programmes approved presented to Senate for information), while implementation approval lies with Senate.

Approval authority for offering programmes/courses not leading to PolyU award is delegated by Senate to the CPCE College Board. For programmes offered in collaboration with overseas universities, the QA systems of the partner universities are duly followed.

For continuing education courses leading to qualifications which bear the PolyU name/logo, the approval authority is delegated by Senate to the CPCE College Board if the courses are to be offered by CPCE/SPEED.

### 2.2 Academic Advisor System

External Academic Advisors are appointed at CPCE on a broad discipline basis. In 2019/20, a total of seven Academic Advisors were appointed for the discipline areas of Business, Communication, Health and Life Sciences, Hotel and Tourism Management, Humanities and Design, Science and Engineering, and Social Sciences. The Academic Advisors give advice, in the relevant discipline, to CPCE Units and Divisions, in the areas of quality assurance; academic programmes and subjects; teaching, learning and assessment, etc.

## 2. 質素保證架構

### 2.1 課程策劃、評審及檢討程序

所有可獲頒理大專業進修學院學銜的學士學位課程都必須經過課程策劃、評審及檢討程序，這些程序由理大明確規定，所有學院必須依循。至於所有可頒授理大香港專上學院或理大專業進修學院學銜的副學位課程，教務委員會授權教務策劃及規章委員會進行策劃審批（獲審批課程列表提交給教務委員會作參考），其後課程亦須獲教務委員會通過，方可開辦。

另外，在提供其他非頒授理大學銜的課程/科目方面，教務委員會授權CPCE學院院務委員會予以審批。學院與海外大學合辦的課程，會依循該大學的質素保證機制。

在持續進修課程方面，若課程頒授的資歷證明印有理大名稱/校徽，並且由CPCE/SPEED開辦，教務委員會授權CPCE學院院務委員會予以審批。

### 2.2 學術顧問制度

CPCE就不同學術範疇委任校外學術顧問。2019/20年度，學院就工商管理、傳意、健康及生命科學、酒店及旅遊業管理，以及人文及設計學、科技及工程，以及社會科學等學術範疇，委任了七名學術顧問。他們因應各自的學術範疇，向CPCE轄下學院和學部提供意見，建議範圍涵蓋質素保證、課程和科目、教學和評估等。

## 2.3 Periodic Unit Review, Annual Programme Review, and Annual Operation Plan

A Unit Review exercise is undertaken for HKCC and SPEED respectively on a six-year cycle basis. The Unit Review system serves as an instrument for quality enhancement in academic units; and as a major input for future strategic planning, visioning and international benchmarking. A Review Panel, chaired by Dean(PCE) (who also serves as the College Board Chairman), will be formed. Review Panel members will include at least two ad hoc Independent Advisors for the Unit Review to be conducted on a Unit basis, or a minimum of three ad hoc Independent Advisors for the Unit Review to be conducted on CPCE basis, a PolyU internal academic member, and other members if deemed necessary. In addition, a member of PolyU Academic Registry will be appointed as an observer with no voting right to the Panel.

HKCC and SPEED also undertake annual programme reviews so as to maintain high academic standards and to ensure that the programmes best suit the learning needs and interests of students. Feedback is obtained from various stakeholders, including students, employers and partner organisations.

HKCC and SPEED are required to submit an Annual Operation Plan (AOP), by the end of November each year, to the CPCE College Board for approval. The AOP allows the Units to review and reflect on their activities of the past academic year. Reports on the annual review of study programmes/subjects; an account of the new teaching, scholarly and other initiatives being planned for the coming year; and a summary of staffing and other resources requirements, are among the essential items to be included in the AOP. Based on the observations on the AOP, the College Board will advise the Units on improvement action as and where necessary and appropriate.

## 2.4 Other Channels of External Input to QA System

Other channels of external input to CPCE QA System include appointments of external members from both academic and industrial sectors to the CPCE Advisory Committee; external examiners/advisors for individual programmes; external members on programme validation panels. Furthermore, academic programmes are accredited by professional bodies where appropriate.

In addition, to assure the quality of education offered, the operations and programmes of HKCC and SPEED are subject to external review by the Quality Assurance Council (QAC) of the University Grants Committee (UGC).

## 2.3 定期部門檢視、年度課程檢討及年度運作計劃

HKCC和SPEED需要每六年進行一次部門檢視。這個部門檢視制度可以促使學院提升質素；並為部門未來的策略和遠景規劃，以及國際基準引入專業意見。部門檢視小組將由CPCE院長（即學院院務委員會主席）擔任主席，進行教學單位（即HKCC或SPEED）的個別部門檢視將包括不少於兩名臨時聘任的獨立顧問；若進行CPCE（同時包括HKCC及SPEED）的綜合部門檢視則需要最少三名臨時聘任的獨立顧問。另外，部門檢視小組亦包括一名理大校內教員，並按需要加入其他成員，同時委任一名理大校務處成員為不具投票權的觀察員。

HKCC和SPEED每年均為課程進行檢討，以確保課程質素優良，並且切合學生的學習需要和興趣。兩所學院亦會諮詢學生、僱主及合作團體等持份者的意見。

另外，HKCC及SPEED須於每年十一月底前向學院院務委員會提交一份年度運作計劃，藉此檢討過去一年的工作。年度運作計劃的主要內容包括：年度課程檢討、來年在教學、學術及其他活動的計劃，以及教職員及其他資源的需求。學院院務委員會會根據年度運作計劃的內容提供意見，或建議學院採取適當的跟進措施。

## 2.4 外界參與質素保證機制的其他途徑

外界參與CPCE質素保證機制的其他途徑包括委任學術界及業界人士擔任CPCE顧問委員會校外成員；個別課程委任校外主考/顧問；委任校外人士擔任課程評審委員會成員。此外，學術課程會按實際需要，尋求專業團體認可。

另外，HKCC及SPEED的運作及課程均需接受大學教育資助委員會轄下質素保證局的質素核證，以確保教育質素。

# College Council 學院校董會

(1 July 2019 to 30 June 2020 2019年7月1日至2020年6月30日)

## Chairman 主席



President,  
The Hong Kong Polytechnic University  
香港理工大學校長

Prof Jin-Guang Teng  
滕錦光教授



The then Deputy President and  
Provost, The Hong Kong Polytechnic  
University  
香港理工大學時任常務及學務副校長

Prof Philip C.H. Chan  
陳正豪教授 BBS  
(up to至29.2.2020)



Deputy President and Provost,  
The Hong Kong Polytechnic University  
香港理工大學常務及學務副校長

Ir Prof Ping-kong Alexander Wai  
衛炳江教授、工程師  
(from由1.3.2020)

## Ex-officio members 當然成員



Executive Vice President,  
The Hong Kong Polytechnic University  
香港理工大學行政副校長

Dr Miranda Lou  
盧麗華博士



Director of Finance,  
The Hong Kong Polytechnic University  
香港理工大學財務總監

Miss Wong Soo-kam  
黃素琴小姐



Dean, College of Professional and  
Continuing Education  
專業及持續教育學院院長

Prof Peter P. Yuen  
阮博文教授

Appointed Members 委任成員

Three Senate members of PolyU appointed by the President of PolyU  
三位由理大校長委任的理大教務委員會成員



Ir Prof Albert P.C. Chan  
陳炳泉教授、工程師



Prof Chu Hung-lam  
朱鴻林教授



Prof Maurice Yap  
葉健雄教授 JP

Three external members appointed by the President of PolyU  
三位由理大校長委任的校外成員



Ir Dr Humphrey Leung  
梁廣偉博士、工程師JP



Dr Henry Tan  
陳亨利博士BBS, JP, LHD



Mr Alex C.B. Wong  
王振邦先生

College Board  
學院院務委員會

(1 July 2019 to 30 June 2020 2019年7月1日至2020年6月30日)

Chairman 主席

Dean, College of Professional and Continuing Education  
專業及持續教育學院院長

Prof Peter P. Yuen 阮博文教授

Members 成員

Associate Deans, College of Professional and Continuing Education  
專業及持續教育學院副院長

Prof Warren C.K. Chiu 趙之琨教授

Prof C W Leung\* 梁振華教授\* (from由1.4.2020)

Dr Simon Leung 梁德榮博士

One elected member of academic staff from each Division in the College  
由每個學部推選一名教學人員

Dr Kiki Chan 陳愛娜博士

Mr Chang Hoi-wood 張海活先生

Dr Ben Fong 方玉輝醫生

Dr Winfred Xuan 禰文輝博士

Heads of Units in the College  
專業及持續教育學院轄下學院院長

Dr Simon Leung 梁德榮博士

Dr Jack Lo 羅文強博士

Two students from HKCC and one student from SPEED, elected by and from among students in the respective Unit  
HKCC及SPEED學生從各自學院學生中分別推選兩名及一名學生

Miss Chan Nataliia 娜塔莉亞同學 (up to至31.12.2019)

Miss Chan Tsz-tung 陳子彤同學 (from由1.1.2020)

Mr Lo Po-ching 盧寶正同學 (up to至4.9.2019)

Miss Ng Ka-lam 吳家琳同學 (up to至4.9.2019)

Mr Tse Cheuk-yan 謝卓殷同學 (up to至31.12.2019)

Mr Tse Tsz-lok 謝子樂同學 (up to至30.6.2020)

Mr Yan Cheuk-wai, Billy 甄卓威同學 (from由1.1.2020)

Heads of Divisions in the College  
專業及持續教育學院學部主任

Dr Hung Kwok-wah 洪國華博士

Dr Anthony Loh 陸偉強博士

Dr Esther Tong 唐嘉雯博士

Dr Helen Wong 黃舜敏博士

One senior academic staff member from each Division in the College, nominated by the Head of Division  
由CPCE轄下學部主任指派的一位高級教學人員

Dr Alex Chan 陳和順博士

Dr James Chau 周振邦博士 (from由1.4.2020)

Dr Cheung Kwan-hin 張群顯博士

Dr Annie Ko 高衍璋博士

\* Served as member for Division of SEHS up to 31 March 2020  
\* 為科技、工程及健康學部擔任成員，任期至2020年3月31日



# College Advisory Committee

## 學院顧問委員會

(1 July 2019 to 30 June 2020    2019年7月1日至2020年6月30日)

### Chairman 主席

A person external to the University, appointed by the President with delegated authority from Council, on the recommendation of Dean(PCE)  
獲專業及持續教育學院院長推薦、學校董會授權校長委任的非理大人員

**Dr Henry Tan   陳亨利博士** *BBS, JP, LHD*  
Chief Executive Officer, Luen Thai Group Limited and  
Court Member, The Hong Kong Polytechnic University  
聯泰集團有限公司行政總裁及理大顧問委員會成員

### Convenor 召集人

**Prof Peter P. Yuen   阮博文教授**  
Dean of College of Professional and Continuing Education  
專業及持續教育學院院長

### Members 成員

4 to 6 staff members of CPCE, appointed by Dean(PCE)  
4至6名由院長委任的學院員工

**Prof Warren C.K. Chiu   趙之琨教授**  
Associate Dean (Quality Assurance),  
College of Professional and Continuing Education  
專業及持續教育學院副院長（質素保證）

**Prof C W Leung   梁振華教授**（from由1.4.2020）  
Associate Dean (Research),  
College of Professional and Continuing Education  
專業及持續教育學院副院長（研究）

**Dr Simon Leung   梁德榮博士**  
Associate Dean (Development),  
College of Professional and Continuing Education and  
Director of Hong Kong Community College  
專業及持續教育學院副院長（發展）兼香港專上學院院長

### Vice-chairman 副主席

A person external to the University, appointed by the President, on the recommendation of Dean(PCE)  
獲專業及持續教育學院院長推薦及校長委任的非理大人員

**Dr Lam Ching-choi   林正財醫生** *SBS, JP*  
Chief Executive Officer, Haven of Hope Christian Service  
基督教靈實協會行政總裁

**Dr Stella Kwan   關敏怡博士**  
Chief Corporate Development Officer,  
Hong Kong Cyberport Management Company Limited  
香港數碼港管理有限公司企業發展總監

**Dr Jack Lo   羅文強博士**  
Director of School of Professional Education and  
Executive Development  
專業進修學院院長

**Ms Cathy Ho   何淑瑩女士**（up to至19.11.2019）  
The then Head of Administration of  
College of Professional and Continuing Education  
專業及持續教育學院時任行政總監

**Miss Polly Kwan   關葆怡小姐**（from由20.11.2019）  
Head of Administration of  
College of Professional and Continuing Education  
專業及持續教育學院行政總監

6 to 12 persons external to the University, including academic members,  
with expertise and experience in one or more of the areas of work of  
CPCE and its units, appointed by Dean(PCE)

**Mr Cliff Choi   蔡劍華先生**  
Business Director, The Hong Kong Council of Social Service  
香港社會服務聯會業務總監

**Ms Virginia Choi   蔡惠琴女士** *JP*  
Managing Consultant and Country Manager,  
Tamty McGill Consultants International Limited  
泰田、麥基爾國際顧問有限公司主任顧問及亞太區總經理

**Prof Hui Chun   許濬教授**  
Professor, Faculty of Business and Economics,  
The University of Hong Kong  
香港大學經濟及工商管理學院教授

**Dr Stella Kwan   關敏怡博士**  
Chief Corporate Development Officer,  
Hong Kong Cyberport Management Company Limited  
香港數碼港管理有限公司企業發展總監

**Prof Francis Lau   劉智滿教授**  
Associate Head (External Relations) and Honorary Professor,  
Department of Computer Science,  
The University of Hong Kong  
香港大學計算機科學系副主任（外務）兼榮譽教授

### Co-opted Members 增選成員

**Dr Hung Kwok-wah   洪國華博士**  
Interim Head of Division of Social Sciences,  
Humanities and Design  
社會科學、人文及設計學部暫任主任

**Dr Anthony Loh   陸偉強博士**  
Head of Division of Science, Engineering and Health Studies  
科技、工程及健康學部主任

6至12名由專業及持續教育學院院長委任的非理大人員（包括教學人員），  
分別為CPCE及其學院轄下一項或以上的工作範疇，提供專業知識和經驗

**Prof Carlos Lo   盧永鴻教授**  
Professor and Head, Department of Government and  
Public Administration, The Chinese University of Hong Kong  
香港中文大學政治與行政學系主任兼教授

**Prof Stephen Matthews   馬詩帆教授**  
Professor, Department of Linguistics, School of Humanities,  
Faculty of Arts, The University of Hong Kong  
香港大學文學院人文學院語言學系教授

**Dr Johnny Ng   吳傑莊博士** *MH*  
Chairman, Goldford Venture  
高鋒集團主席

**Mr Peter Wong   黃維義先生**  
Executive Director and Chief Operating Officer (Utilities  
Business), The Hong Kong and China Gas Company Limited  
香港中華煤氣有限公司執行董事兼公用業務營運總裁

**Dr Esther Tong   唐嘉雯博士**  
Head of Division of Languages and Communication  
語文及傳意學部主任

**Dr Helen Wong   黃舜敏博士**  
Head of Division of Business and Hospitality Management  
工商及款待業管理學部主任

# Finance

## 財務概況

### Overview

The College of Professional and Continuing Education (CPCE) is one of the largest self-financing providers of full-time tertiary education in Hong Kong. It is an independent self-financed arm of The Hong Kong Polytechnic University (PolyU) offering programmes through two subsidiaries of PolyU, namely Hong Kong Community College (HKCC) and College of Professional and Continuing Education Limited (CPCE Limited). CPCE Limited includes the School of Professional Education and Executive Development (SPEED), academic divisions and various supporting offices. HKCC and SPEED, which mainly offer a variety of sub-degree and articulation honours degree programmes, provided quality tertiary education opportunities for around 12,000 full-time students in the 2019/20 academic year. CPCE continued to offer a wide range of continuing education programmes to cater for the different needs and demands of the community.

The year 2019/20 was an exceptional year in Hong Kong with social unrest reaching its peak in November 2019 and the outbreak of COVID-19 pandemic starting from late January 2020. CPCE's financial performance in 2019/20 remained healthy with an operating surplus of \$30 million (2018/19: \$89.8 million) despite the challenges faced during the year. The net surplus of CPCE for 2019/20 was \$10 million (2018/19: net deficit of \$10.2 million) after making a contribution of \$20 million (2018/19: \$100 million) to PolyU for general educational purposes in furtherance of the objects of both CPCE and PolyU. As at 30 June 2020, the net asset value of CPCE was \$553.9 million (2018/19: \$543.9 million).

### 概述

專業及持續教育學院（以下簡稱「學院」）為香港自資專上教育界別其中一所最具規模的機構。學院是由香港理工大學（以下簡稱「理大」）成立的自資學院，透過香港專上學院及專業及持續教育學院有限公司兩間理大的附屬公司提供課程。專業及持續教育學院有限公司由專業進修學院及學部和行政部門所組成。香港專上學院及專業進修學院主要開辦各項副學位及榮譽學士學位銜接課程，並在2019/20學年為約12,000名全日制學生提供優質專上教育機會。為配合社會的不同需求，學院繼續提供涵蓋不同範疇的持續進修課程。

2019/20年是香港特殊的一年，社會動盪在2019年11月達到頂峰，而2019新型冠狀病毒疫情大流行從2020年1月下旬開始爆發。儘管這一年面臨挑戰，學院在2019/20年度的財務表現仍然保持穩健，營運盈餘為3,000萬港元（2018/19：8,980萬港元）。扣除學院給予理大的2,000萬港元（2018/19：1億港元）供款，用於一般教育目的，以推進學院和理大的教學宗旨後，學院本年的淨盈餘為1,000萬港元（2018/19：淨虧損1,020萬港元）。截至2020年6月30日止，學院的淨資產價值為5.539億港元（2018/19：5.439億港元）。

### Operating Results and Financial Position

In 2019/20, the total income for CPCE (including HKCC and SPEED) was \$831.3 million (2018/19: \$906.3 million) and the total operating expenditure was \$801.3 million (2018/19: \$816.5 million), resulting in an operating surplus of \$30 million for the year (2018/19: \$89.8 million).

### HKCC

The income of HKCC in 2019/20 was \$545.1 million (2018/19: \$572.4 million), representing a net decrease of \$27.3 million. The decrease was mainly due to lower student enrolments for PolyU-HKCC award programmes. On the expenditure side, a total of \$515.8 million was incurred during the year (2018/19: \$501.1 million). An increase of \$14.7 million was mainly attributable to the deployment of additional resources for staffing and enhancement of campus facilities.

### SPEED

The income of SPEED in 2019/20 was \$286.2 million (2018/19: \$333.9 million), representing a net decrease of \$47.7 million. The decrease was mainly the result of lower student enrolments for overseas academic award programmes and gradual phasing out of the franchising arrangement for PolyU award self-financed top-up honours degree programmes. On the expenditure side, SPEED recorded a total operating expenditure of \$285.5 million in 2019/20 (2018/19: \$315.4 million), representing a decrease of \$29.9 million, principally due to the reduction of its operating cost in tandem with lower student enrolments.

### 營運結果及財務狀況

在2019/20年度，學院（包括香港專上學院及專業進修學院）的總營運收入為8.313億港元（2018/19：9.063億港元），而總營運開支為8.013億港元（2018/19：8.165億港元）。年內學院錄得營運盈餘3,000萬港元（2018/19：8,980萬港元）。

### 香港專上學院

香港專上學院於2019/20年度的收入為5.451億港元（2018/19：5.724億港元），較去年減少了2,730萬港元。減少的主要原因是理大香港專上學院學銜課程的整體學生人數下降。在支出方面，年內的總營運開支為5.158億港元（2018/19：5.011億港元）。此1,470萬港元的支出增長主要是由於年內在人力資源及提升校園配套和設備方面，調配了更多資源。

### 專業進修學院

專業進修學院於2019/20年度的收入為2.862億港元（2018/19：3.339億港元），較去年減少了4,770萬港元。減少的主要原因是報讀海外大學學銜課程的學生人數下降以及逐步取消香港理工大學的自資榮譽學士學位銜接課程的特許經營安排。在支出方面，專業進修學院於2019/20年度的總營運開支為2.855億港元（2018/19：3.154億港元），共減少了2,990萬港元。主要原因是因應學生人數下降而減低其營運成本。

Financial Outlook

CPCE is confident in its long-term financial sustainability and will continue to commit itself to delivering a healthy financial performance through a robust and comprehensive operation model embedded with sound and credible plans as well as prudent cost control measures.

It is foreseeable that major challenges remain for the self-financing tertiary education sector, including enhancing online teaching during the COVID-19 pandemic, the ongoing changes to the government policies of more UGC-funded senior year places and the provision of annual subsidies to eligible students pursuing full-time undergraduate programmes offered by non-UGC subsidised colleges through various schemes, the continual decline in the HKDSE school candidate population, and the economic uncertainty induced by the prolonged COVID-19 pandemic. Nonetheless, CPCE will continue to stay focused to confront the challenges with the adoption of a two-pronged approach to maintain a steady stream of income and control of the overall cost base, through the provision of quality programmes that can meet societal needs, optimisation of academic staffing resources of HKCC and SPEED via academic divisions, and proper management of the cost base by prioritising the spending.

Scenario planning continues to play a key role in financial planning. The multi-year financial budget together with scenario analysis serves as a framework for achieving new levels of excellence and places CPCE on a sustainable path to accomplish its mission and realise its vision. To support the strategic objectives and priorities of CPCE, the budget is prepared on a realistic basis with sensitivity assessment, encompassing the main assumptions as well as the potential risks arising from the external and governmental factors. The guiding principles for the budget include the effective management and appropriate allocation of its resources and accumulated surplus among our students, staff and campus facilities in order to enhance the quality of education for the benefit of the students while ensuring the long-term financial sustainability of CPCE.

Besides the multi-year financial budget, CPCE has been setting aside various reserves for major renovation and maintenance of the two campuses, as a contingency for maintaining smooth operations for a few months in the event of unexpected financial adverse circumstances, and special requirements for other developmental initiatives.

財政展望

學院對其長期財務可持續性充滿信心，並將繼續致力於通過穩健、全面的營運模式，建立健全可靠的計劃，以及審慎的成本控制，實現健康的財務業績。

可預見自資專上教育界別仍面臨重大挑戰，包括在2019新型冠狀病毒疫情大流行期間加強在線教學，政府持續的政策改革包括教資會資助高年級學士學位的增加，通過各種計劃向非教資會資助院校提供之全日制自資學士學位課程的合資格學生給予資助，香港中學文憑試考生人數持續下降，以及2019新型冠狀病毒疫情持續大流行而引起的經濟不確定性。儘管如此，學院會繼續專注及保持積極的態度去迎接這些挑戰，通過採用雙管齊下的方法來保持穩定的收入和控制整體成本，包括提供可以滿足社會需求的高質素課程，通過學部來善用香港專上學院和專業進修學院的教學人員資源，並且透過訂立支出的優先次序來適當管理和控制成本。

方案規劃繼續在財務規劃中發揮關鍵作用。多年度財政預算連同方案分析成為實現卓越水平的框架，使學院走上可持續發展的道路，以實現其使命和抱負。為了支持學院的策略目標和重點，財政預算是以現實狀況為依據，並進行敏感度評估，包括加入重要假設，以及外在和政府因素驅動的潛在風險。財政預算的原則包括有效管理學院的資源和累積盈餘，並給予學生、教職員和校園設施各方面適當的資源，以提高教學質素，造福學生，並同時確保學院的長期財務可持續性。

除了多年財務預算外，學院還預留各項儲備作為兩所校園的大型翻新和維修，以及在財政不利的情況下能夠維持數個月的平穩運作和為日後其他發展項目作應急之用。

Statement of Comprehensive Income 全面收益表

for the Year Ended 30 June 2020 截至2020年6月30日止年度

(In thousands of Hong Kong dollars 以千港元計)

	2020	2019
<strong>Income</strong>		
Tuition Fee Income	學費	783,730843,772
Net Investment Gain	投資淨收益	11,55713,091
Other Income	其他收入	36,06349,451
Total Income	總收入	831,350906,314
<strong>Expenditure</strong>		
Academic	教學	
- Staff Costs	- 教職員開支及福利	332,359324,814
- Payment to Agencies	- 給予合作夥伴的教學費用	31,89564,416
- Other Expenses	- 其他開支	28,89338,035
		393,147427,265
Administration and Support Services	管理及教學支援	
- Staff Costs	- 教職員開支及福利	104,57898,570
- Service Fee	- 服務費	87,18171,127
- Accommodation and Facilities Management Expenses	- 租金及設施管理開支	139,851136,485
- Other Expenses	- 其他開支	72,65883,065
		404,268389,247
Finance Costs	財務費用	3,903-
Total Expenditure	總開支	801,318816,512
<strong>Operating Surplus</strong>	<strong>營運盈餘</strong>	30,03289,802
Contribution to The Hong Kong Polytechnic University	給予理工大學的供款	20,000100,000
<strong>Surplus/(Deficit) and Total Comprehensive Income for the Year</strong>	<strong>本年度盈餘 / (虧損) 及總全面收益</strong>	10,032(10,198)

The above Statement of Comprehensive Income is extracted from the audited combined financial statements of Hong Kong Community College and College of Professional and Continuing Education Limited for the year ended 30 June 2020.

以上收益表摘錄自香港專上學院及專業及持續教育學院有限公司的2020年6月30日止年度經核數師審核之財務報表。

Statement of Financial Position 財務狀況表

as at 30 June 2020 2020年6月30日  
(In thousands of Hong Kong dollars 以千港元計)

		2020	2019
<b>Non-current Asset</b>	<b>非流動資產</b>		
Property, Plant and Equipment	固定資產	391,351	60,450
<b>Current Assets</b>	<b>流動資產</b>		
Funds with The Hong Kong Polytechnic University	應收理工大學的賬項	451,301	451,285
Rental Deposit Paid to The Hong Kong Polytechnic University	給予理工大學的租賃保證金	180,000	180,000
Accounts and Other Receivables	應收賬項	18,640	6,958
Cash on Hand	現金	50	42
		649,991	638,285
<b>Current Liabilities</b>	<b>流動負債</b>		
Accounts and Other Payables and Contract Liabilities	應付賬款和合同負債	76,694	80,748
Deferred Income	遞延收入	14,601	8,103
Provision for Employee Benefits	員工福利撥備	63,617	65,956
Lease Liabilities	租賃負債	47,371	-
		202,283	154,807
<b>Net Current Assets</b>	<b>淨流動資產</b>	447,708	483,478
<b>Total Assets Less Current Liabilities</b>	<b>總資產減流動負債</b>	839,059	543,928
<b>Non-Current Liabilities</b>	<b>非流動負債</b>		
Lease Liabilities	租賃負債	285,099	-
<b>Net Assets</b>	<b>淨資產</b>	553,960	543,928
Representing:	相當於		
<b>Accumulated Surplus</b>	<b>累積盈餘</b>	553,960	543,928

The above Statement of Financial Position is extracted from the audited combined financial statements of Hong Kong Community College and College of Professional and Continuing Education Limited for the year ended 30 June 2020.  
以上財務狀況表摘錄自香港專上學院及專業及持續教育學院有限公司的2020年6月30日止年度經核數師審核之財務報表。

Income and Expenditure by Segment 分部收入及開支

Income and Expenditure by operating segments (including HKCC and SPEED) for the years ended 30 June 2020 and 30 June 2019 are as follows:  
截至2020年6月30日及2019年6月30日止年度的分部（包括香港專上學院及專業進修學院）之收入及開支如下：  
(In thousands of Hong Kong dollars 以千港元計)

		2020		2019	
		HKCC 香港專上學院	SPEED 專業進修學院	HKCC 香港專上學院	SPEED 專業進修學院
<b>Segment Income</b>	<b>分部收入</b>				
Tuition Fee Income	學費	515,750	267,980	533,241	310,531
Net Investment Gain	投資淨收益	6,779	4,778	7,354	5,737
Other Income	其他收入	22,589	13,474	31,765	17,686
		545,118	286,232	572,360	333,954
<b>Segment Expenditure</b>	<b>分部開支</b>				
Academic	教學	249,620	143,527	255,495	171,770
Administration and Support Services	管理及教學支援	263,538	140,730	245,591	143,656
		513,158	284,257	501,086	315,426
Finance Costs	財務費用	2,620	1,283	-	-
		515,778	285,540	501,086	315,426
<b>Segment Operating Surplus</b>	<b>分部營運盈餘</b>	29,340	692	71,274	18,528
Contribution to The Hong Kong Polytechnic University	給予理工大學的供款	14,000	6,000	66,000	34,000
<b>Segment Surplus/ (Deficit) for the Year</b>	<b>本年度分部盈餘 / (虧損)</b>	15,340	(5,308)	5,274	(15,472)
<b>Accumulated Surplus</b>	<b>累積盈餘</b>	385,804	168,156	370,464	173,464

The above Income and Expenditure by Segment is extracted from the audited combined financial statements of Hong Kong Community College and College of Professional and Continuing Education Limited for the year ended 30 June 2020.  
以上分部收支賬項摘錄自香港專上學院及專業及持續教育學院有限公司的2020年6月30日止年度經核數師審核之財務報表。



Library Statistics  
圖書館統計數字

Library Collections	圖書館收藏項目	2019/20	2018/19
<b>Books (Titles)</b>	<b>書籍（種類）</b>		
Printed books	紙本書籍（種類）	100,379	91,795
e-books	電子書籍	158,609	141,161
<b>Serials (Titles)</b>	<b>期刊（種類）</b>		
Current printed serials	印刷期刊	120	129
e-journals & e-news	電子期刊及電子新聞	72,375	71,288
<b>Other E-resources (Titles)</b>	<b>其他電子資源（種類）</b>	37,517	33,529
<b>Audio Visual Materials (Titles)</b>	<b>視聽資料（種類）</b>	5,674	5,049
<b>Total Library Holdings (Items)</b>	<b>全館收藏資料總數（項目）</b>	<b>389,667</b>	<b>358,878</b>
<b>Library Facilities and Equipment</b>	<b>圖書館設施與設備</b>		
Group Study Rooms/Corners	小組研習室/研習角		
No. of Rooms/Corners	小組研習室/研習角數目	29	30
No. of Seats	座位數目	180	192
Study Spaces Spaces (including PC stations with/without seats, folding table seats, causal reading area, E-Resources Centre/Self-learning Language Centre, Learning Commons, Multi-purpose Room & outdoor seating)	研習座位（包括設有座位/沒有座位的電腦工作站、可摺式桌椅、休閒閱讀區、電子資源中心、語言自學中心、學習坊、多用途室及戶外座位）	847	759
Self-study/Audio-Visual Carrels	個人研習/視聽座位	479	484
Public Computers	公用電腦	310	297

Journal Papers by CPCE Scholars  
CPCE學者的期刊論文

The journal papers published by CPCE scholars in the 2019 calendar year spanning a wide array of areas including business, science and technology, engineering, health, and education are listed below.	下列為CPCE教員於2019曆年發表的期刊論文，涵蓋商業、科技、工程、健康及教育等範疇。
Dr Chan Hau-ling 陳巧玲博士	
	Ren, S., Chan, H., & Siqin, T. (2019). Demand forecasting in retail operations for fashionable products: methods, practices, and real case study. <i>Annals of Operations Research</i> , 1-17.
	Shen, B., Choi, T., & Chan, H. (2019). Selling green first or not? A Bayesian analysis with service levels and environmental impact considerations in the Big Data Era. <i>Technological Forecasting and Social Change</i> , 144, 412-420.
Dr Wendy Chan 陳鳳鳴博士	
	Yip, C., Chan, W., & Fielding, R. (2019). The Associations of Fruit and Vegetable Intakes with Burden of Diseases: A Systematic Review of Meta-Analyses. <i>Journal of The Academy of Nutrition and Dietetics</i> , 119(3), 464-481.
Dr Cindy Chen 陳奕博士	
	Chen, Y., Yan, H., Luo, Y., & Yang, H. (2019). A proportional–integral (PI) law based variable speed technology for temperature control in indirect evaporative cooling system. <i>Applied Energy</i> , 251, 113390.
	Min, Y., Chen, Y., & Yang, H. (2019). A statistical modeling approach on the performance prediction of indirect evaporative cooling energy recovery systems. <i>Applied Energy</i> , 255, 113832.
Min, Y., Chen, Y., & Yang, H. (2019). Numerical study on indirect evaporative coolers considering condensation: A thorough comparison between cross flow and counter flow. <i>International Journal of Heat and Mass Transfer</i> , 131, 472-486.	
Dr Eric Cheung 張諾銘博士	
	Forey, G., & Cheung, E. (2019). The benefits of explicit teaching of language for curriculum learning in the physical education classroom. <i>English for Specific Purposes</i> , 54, 91-109.
Dr Chammy Lau 劉恩臨博士	
	Lau, C., & Li, Y. (2019). Analyzing the effects of an urban food festival: A place theory approach. <i>Annals of Tourism Research</i> , 74, 43-55.
Mr Joseph Lau 劉銳業先生	
	He, D., Zheng, M., Cheng, W., Lau, Y. Y., & Yin, Q. (2019). Interaction between higher education outputs and industrial structure evolution: Evidence from Hubei province, China. <i>Sustainability</i> , 11(10), 2923.
	Sun, X., Xu, M., Lau, Y. Y., & Gauri, D. (2019). Cruisers’ satisfaction with shore experience: An empirical study on a China-Japan itinerary. <i>Ocean and Coastal Management</i> , 181, 104867.
Sun, X., Yip, T. L., & Lau, Y. Y. (2019). Location Characteristics of Cruise Terminals in China: A Lesson from Hong Kong and Shanghai. <i>Sustainability</i> , 11(18), 5056.	
Prof C W Leung 梁振華教授	
	Wei, Z. L., Zhen, H. S., Fu, J., Leung, C. W., Cheung, C. S., & Huang, Z. H. (2019). Experimental and numerical study on the laminar burning velocity of hydrogen enriched biogas mixture. <i>International Journal of Hydrogen Energy</i> , 44(39), 22240-22249.

**Dr Wilson Leung**

梁嘉誠博士

Leung, W., Shi, S., & Chow, W. (2019). Impacts of user interactions on trust development in C2C social commerce: The central role of reciprocity, *Internet Research*, 30(1), 335-356.

**Dr Junot Liang**

梁善軍博士

Liang, S. J., Liu, T., Chen, F., & Zhu, J. (2019). Theoretical and experimental study of gradient-helicoid metamaterial. *Journal of Sound and Vibration*, 442, 482-496.

Liu, T., Chen, F., Liang, S. J., Gao, H., & Zhu, J. (2019). Subwavelength sound focusing and imaging via gradient metasurface-enabled spoof surface acoustic wave modulation. *Physical Review Applied*, 11(3), 034061.

**Dr Artie Ng**

吳偉昌博士

Leal, W., Salvia, A., do Paco, A., Anholon, R., Quelhas, O., Rampasso, I., Ng, A., Balogun, A., Kondev, B., & Brandli, L. (2019). A comparative study of approaches towards energy efficiency and renewable energy use at higher education institutions. *Journal of Cleaner Production*, 237, 117728.

**Dr Zerance Ng**

吳新培博士

Li, P. L., Yick, K. L., Ng, S. P., & Yip, J. (2019). Influence of textured indoor footwear on posture stability of older women based on center-of-pressure measurements. *Human factors*, 61(8), 1247-1260.

Yick, K. L., Tang, K. P. M., Li, P. L., Yu, A., Yip, J., & Ng, S. P. (2019). Instrumental evaluation of dry heat loss of footwear under different activity levels. *IEEE access*, 7, 65319-65331.

Yu, A., Yick, K. L., Ng, S. P., & Yip, J. (2019). Case study on the effects of fit and material of sports gloves on hand performance. *Applied Ergonomics*, 75, 17-26.

**Dr Ken Peng**

彭康麟博士

Lin, P. M., Peng, K. L., Ren, L., & Lin, C. W. (2019). Hospitality co-creation with mobility-impaired people. *International Journal of Hospitality Management*, 77, 492-503.

**Dr Francis Tong**

唐慶恩博士

Tong, H. Y. (2019). Development of a driving cycle for a supercapacitor electric bus route in Hong Kong. *Sustainable Cities and Society*, 48, 101588.

**Dr Bill Xu**

徐景博士

Yan, L., Xu, J. B., Sun, Z., & Xu, Y. (2019). Street art as alternative attractions: A case of the East Side Gallery. *Tourism Management Perspectives*, 29, 76-85.

**Dr Yan Hong**

閻洪博士

Bai, C., Govindan, K., Satir, A., & Yan, H. (2019). A novel fuzzy reference-neighborhood rough set approach for green supplier development practices. *Annals of Operations Research*, 1-35.

Ye, Y., Jiao, W., & Yan, H. (2019). Managing Relief Inventories Responding to Natural Disasters: Gaps Between Practice and Literature. *Production and Operations Management*, 1-26.

**Dr Yu Fu-wing**

余富榮博士

Yu, F. W., & Ho, W. T. (2019). Analysis of chiller system performance with different component combinations. *Applied Thermal Engineering*, 154, 699-710.

Yu, F. W., & Ho, W. T. (2019). Assessing operating statuses for chiller system with Cox regression. *International Journal of Refrigeration*, 98, 182-193.

Yu, F. W., & Ho, W. (2019). Load allocation improvement for chiller system in an institutional building using logistic regression. *Energy & Buildings*, 201, 10-18.

**Dr Simon Yuen**

袁尚文博士

Chen, I. S., Fung, P. K., & Yuen, S. S. (2019). Dynamic capabilities of logistics service providers: Antecedents and performance implications. *Asia Pacific Journal of Marketing and Logistics*, 31(4), 1058-1075.

**Dr Ivy Zhou and Prof C W Leung**

周全博士、梁振華教授

Zhou, Q., Cheung, C., Leung, C. W., Li, X., & Huang, Z. (2019). Effects of diluents on laminar burning characteristics of bio-syngas at elevated pressure. *Fuel*, 248, 8-15.

Zhou, Q., Cheung, C. S., Leung, C. W., Li, X.T., Li, X.J., & Huang, Z.H. (2019). Effects of fuel composition and initial pressure on laminar flame speed of H2/CO/CH4 bio-syngas. *Fuel*, 238, 149-158.