



From the Vice President (Resources and Administrative Services)  
副校長 (資源及行政服務)  
Norman W. Y. Ngai 倪偉耀

Our Ref.: RAS/SARD/03/02(C)/656

30 July 2003

**BY FAX** (No.: 2537 1204)

Clerk  
Public Accounts Committee,  
Legislative Council,  
Hong Kong Special Administrative Region,  
Legislative Council Building,  
8 Jackson Road,  
Hong Kong.  
Attn.: Ms. Miranda Hon


Dear Ms. Hon,

**The Director of Audit's Report on the  
results of value for money audits (Report No. 40)**

Further to your telephone conversation with our Miss Connie Wong of yesterday, I enclose the Institute's updated "Attendance rates of external and internal members at Council meetings" for your attention.

Regards,

Yours sincerely,

  
pp - Norman W.Y. Ngai  
Vice President  
(Resources & Administrative Services)

c.c. UGC  
Encls. as stated  
NN/CW/cs

Name of institution: The Hong Kong Institute of Education

**Attendance rates of external and internal members at Council meetings**

| Date of meeting                         | Total no. of Council members |          | External member                                |   |        | Internal member *                              |   |
|---|------------------------------|----------|--|---|--------|--|---|
|   |                              |          | No. of external members present at the meeting | No. of external members present at the meeting<br>No. of Council members present at the meeting | × 100% | No. of internal members present at the meeting | No. of internal members present at the meeting<br>No. of Council members present at the meeting |
|   | external                     | internal |  |   |        |  |   |
| <b>2000-01 (July 2000 to June 2001)</b> |                              |          |  |   |        |  |   |
| (1)                                     | 30.11.2000                   | 16       | 11   | 13  | 54%    | 11   | 46%   |
| (2)                                     | 29.3.2001                    | 16       | 11   | 9   | 47%    | 10   | 53%   |
| (3)                                     | 28.6.2001                    | 16       | 11   | 7   | 41%    | 10   | 59%   |
| (4)                                     |                              |          |  |   |        |  |   |
| (5)                                     |                              |          |  |   |        |  |   |
| (6)                                     |                              |          |  |   |        |  |   |
| <b>2001-02 (July 2001 to June 2002)</b> |                              |          |  |   |        |  |   |
| (1)                                     | 5.7.2001                     | 16       | 11   | 9   | 53%    | 8  | 47%   |
| (2)                                     | 18.10.2001                   | 16       | 11   | 10  | 53%    | 9  | 47%   |
| (3)                                     | 31.10.2001                   | 16       | 11   | 12  | 52%    | 11   | 48%   |
| (4)                                     | 29.11.2001                   | 16       | 11   | 9   | 45%    | 11   | 55%   |
| (5)                                     | 21.3.2002                    | 16       | 11   | 10  | 48%    | 11   | 52%   |
| (6)                                     | 27.6.2002                    | 16       | 11   | 13  | 57%    | 10   | 43%   |
| <b>2002-03 (July to November 2002)</b>  |                              |          |  |   |        |  |   |
| (1)                                     | 23.8.2002                    | 16       | 11   | 7   | 44%    | 9  | 56%   |
| (2)                                     | 12.9.2002                    | 16       | 11   | 12  | 80%    | 3 **   | 20%   |
| (3)                                     | 28.11.2002                   | 16       | 11   | 9   | 47%    | 10   | 53%   |
| (4)                                     |                              |          |  |   |        |  |   |
| (5)                                     |                              |          |  |   |        |  |   |
| (6)                                     |                              |          |  |   |        |  |   |

Remark: Please photocopy this form for use if the space provided is insufficient.

\* Includes the President and 3 Vice Presidents of the Institute.

\*\* According to The Hong Kong Institute of Education Ordinance, the President and staff/student Council Members were not eligible to attend that meeting