



**COMPARATIVE EDUCATION RESEARCH CENTRE (CERC)
FACULTY OF EDUCATION
THE UNIVERSITY OF HONG KONG**



CONSTITUTION

I General Stipulation

- 1.1 The name of the Centre is: the Comparative Education Research Centre (CERC), Faculty of Education, The University of Hong Kong (hereinafter referred to as “The Centre”).
- 1.2 The aims of The Centre are:
- 1.2.1 to facilitate, participate in and initiate a wide range of research projects with comparative perspectives;
- 1.2.2 to disseminate information throughout the region and further afield through a wide range of publications, and the organisation of research seminars, symposiums, conferences, etc.;
- 1.2.3 to establish and maintain a wide range of contacts with educational researchers and research institutions in China, in the region and internationally; and
- 1.2.4 to provide a centre upon which institutions and organisations can draw for human and other resources for contract research, consultancies, and training in research methods.

II Membership

2.1 Full Members

Any staff member and currently registered higher degree students of the University of Hong Kong who is interested in any area of comparative studies in education may apply for membership of the Centre.

2.2 Research Associates

Researchers elsewhere who are interested in comparative studies in education may join the Centre as research associates.

2.3 Tenure and renewal of membership

Membership will be granted initially for three years, subject to review for renewal every three years, mainly on account of the member's participation in the Centre's activities.

III Administration

3.1 Administration

The Centre shall be administered by a Management Committee.

3.2 The Management Committee

3.2.1 Membership

a. Composition of membership

The Management Committee shall consist of the following members:

- i. the Associate Dean (Centres & Outreach), and
- ii. three elected members who are full members of the Centre and also members of the Board of the Faculty of Education, to be elected by full members of the Centre, and
- iii. the Honorary Director, to be elected by the elected management committee members from among the three elected management committee members, and
- iv. up to three co-opted members from either full or associate members.

- b. Term of Office
- b1 Elected members
Elected members, including the Honorary Director, shall be elected to a tenure of two years, and shall be eligible for re-election.
- b.2 Co-opted members
Members shall be co-opted for a period of up to one year at any one time of co-option.
- b.3 All members of the Management Committee, including elected members, co-opted members and the ex-officio member, have the right to vote in the committee meetings.
- c. Terms of reference

The terms of reference of the Management Committee are:

- i. to implement the aims of the Centre,
- ii. to oversee the implementation of the resolutions passed by the General Meetings,
- iii. to conduct the daily affairs of the Centre,
- iv. to prepare the agendas for the General Meetings,
- v. to set up committees and sub-committees as appropriate; and
- vi. to make recommendations to the General Meetings.

3.2.2 Honorary Director

The Honorary Director shall take charge of the Centre's work, and preside over all the General Meetings and Management Committee meetings.

3.2.3 Quorum

The quorum of a Management Committee meeting shall consist of at least three members, of whom at least two should be elected members of the Committee.

IV General Meetings

- 4.1. A General Meeting shall be held once a year:
 - a. to review and adopt the annual report and financial report from the Director;
 - b. to consider any other business deemed necessary by the Management Committee;
 - c. to elect members to the Management Committee, upon the expiry of the terms of the committee members.
- 4.2 Additional General Meetings may be held upon the request of over one-third of the full members or one-half of the Management Committee members of the Centre, who should raise such a request in written form, bearing their signatures, to the Director.
- 4.3 Any amendment to the Constitution, and other motions, shall be passed by a simple majority vote of the members attending the General Meeting.
- 4.4 The quorum of the General Meeting shall consist of at least one-third of all full members or 10 full members, whichever the smaller.
- 4.5 All full members of the Centre have the right to vote.

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Second version: 12 January 1995

Third Version: 6 February 1995

Fourth Version: 21 February 1995

Fifth Version: 7 March 1995

Sixth Version: 10 March 1995

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