



THE HONG KONG
POLYTECHNIC UNIVERSITY
香港理工大學

16 March 2020

**PRIVATE &
CONFIDENTIAL**

Prof. Jin-Guang Teng

BEng, PhD, FHKEng, CorrFRSE, FHKIE, FStructE, FIIFC, FASCE
President
Chair Professor of Structural Engineering
Member, Chinese Academy of Sciences

滕錦光 教授

校長
結構工程講座教授
中國科學院院士

Ir Professor WANG Shengwei
Chair Professor of Building Services Engineering
c/o Department of Building Services Engineering

Dear Ir Professor Wang

Otto Poon Charitable Foundation Endowed Professorship in Smart Building

It gives me great pleasure to appoint you as Otto Poon Charitable Foundation Professor in Smart Building under the University's Endowed Professorship Scheme for a period of five years from 1 April 2020 to 31 March 2025. This appointment is subject to the continuation of your substantive appointment with the University.

The Endowed Professorship, which is not an official academic rank, will run concurrently with your substantive appointment. Where deemed appropriate, the period of Endowed Professorship may vary and you will be duly engaged.

During this period, you will carry the title of "Otto Poon Charitable Foundation Professor in Smart Building" and fulfil the responsibilities of an Endowed Professor, as set out in the attached *Stewardship Policies and Guidelines*, which include submitting an annual report of research and academic activities to the donor via the Director of Alumni Affairs and Development. The privileges associated with an Endowed Professorship and the renewal process are also given in the attached.

I would like to take this opportunity to thank you for your contribution and continued support to the University.

With warmest regards

Sincerely

Jin-Guang Teng
President

Encl.

c.c. DP
DoAAD
Dean(CE)
Hd(BSE)
DoHR

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The Hong Kong Polytechnic University
Endowed Professorship Scheme

Stewardship Policies and Guidelines

May 2018

Introduction

The Hong Kong Polytechnic University (“PolyU”) established the Endowed Professorship Scheme in 2012 to honour distinguished scholars for their outstanding academic and research achievements. To encourage promising scholars to strive for excellence in their research, PolyU has subsequently introduced the category of Endowed Fellowship under the Endowed Professorship Scheme in 2016.

The following policies and guidelines serve as a reference for donor stewardship and ensure a closer connection between the donor, the Endowed Professor/Fellow and the University.

Responsibilities of an Endowed Professor/Fellow

- Showing evidence of excellence in scholarship, research and teaching in the Endowed Professor’s/Fellow’s own discipline
- Contributing to the academic and research development of the University
- Submitting an annual report of research and academic activities to the donor via Director of Alumni Affairs and Development (DoAAD)
- Inviting the donor to research activities and keeping him/her abreast of the latest advancement in the Endowed Professor’s/Fellow’s own research area
- Meeting the donor annually to better his/her understanding of the Endowed Professor’s/Fellow’s report (to be arranged by the Alumni Affairs and Development Office)

Privileges associated with an Endowed Professorship/Fellowship

- Identification with the name of the professorship/fellowship in all University releases or publications in which the Endowed Professor’s/Fellow’s name appears
- Other negotiated privileges supported by the endowment or the University

Official Recognition

The generic title of an Endowed Professor/Fellow may be preceded by a name suggested by the donor and followed by a discipline, department, faculty, school or institute modifier according to the agreed terms established for the Endowed Professorship/Fellowship, as follows:

For Endowed Professorship:

In English: [Name of Appointed Professor] [Name of Donor/Other Suggested Honoree(s)] Professor in [Designated Discipline]

In Chinese: [捐贈者/其他永誌者名字][特定學術範疇] 教授 [獲委任教授之名字]

Example :

Prof. Paul Chan, Patrick S.C. Poon Professor in Applied Chemistry

潘榮昌應用化學教授 陳保羅教授

For Endowed Fellowship:

In English: [Name of Appointed Academic Staff] [Name of Donor/Other Suggested Honoree(s)] Fellow in [Designated Discipline]

In Chinese: [捐贈者/其他永誌者名字][特定學術範疇] 學人 [獲委任學術人員之名字]

Example :

Dr Paul Chan, Patrick S.C. Poon Fellow in Applied Chemistry

潘榮昌應用化學學人 陳保羅博士

The formal Endowed Professorship/Fellowship title should be used in all University publications or any public engagements and publicity occasions including press events, conferences, seminars, interviews, websites and different business communication channels.

For the name card, letterhead and any stationery that should bear the formal title of the Endowed Professor/Fellow, the title as used by the appointee will be in the following order:

For Endowed Professor

Professor [Full Name of Professor]
[Name of Donor/Other Suggested Honoree(s)] Professor in [Designated Discipline]
*Chair Professor of [Discipline]
Faculty of [Faculty Name]
The Hong Kong Polytechnic University

For Endowed Fellow

Professor or Doctor [Full Name of Appointee]
[Name of Donor/Other Suggested Honoree(s)] Fellow in [Designated Discipline]
*Chair Professor of [Discipline]
Faculty of [Faculty Name]
The Hong Kong Polytechnic University

*For Endowed Professors/Fellows holding the substantive post title of Chair Professor

[Please arrange a copy of the name card and letterhead with correct Endowed Professorship/Fellowship title for sending to the Alumni Affairs and Development Office (AADO) for record purposes. Endowed Professors/Fellows will forward a copy of the stationery to AADO in case of any changes made in the future.]

Renewal of Endowed Professorship/Fellowship

The faculty member appointed for an Endowed Professorship will normally carry the title for a maximum period of five years, while an Endowed Fellowship for a maximum period of three years, subject to the continuation of the appointee's substantive appointment with the University. The appointment of an Endowed Professorship will be reviewed every five years, while the appointment of an Endowed Fellowship will be reviewed every three years by the University based on the appointee's performance and employment terms.

For further details on The Hong Kong Polytechnic University Endowed Professorship Scheme, please contact:

Ms Belinda Chow, Director of Alumni Affairs and Development
Tel: 3400 3108 Email: belinda.ms.chow@polyu.edu.hk

Ms Blanche Lo, Director of Human Resources
Tel: 2766 5288 Email: blanche.lo@polyu.edu.hk

Website: <http://www.polyu.edu.hk/aado/do/endowed.php>