

CCC Chuen Yuen College
Team of Teacher Advisers for Alumni Affairs
Programme Plan for 2013-2014

I. Purpose

The teacher advisers for Alumni Affairs assist the Chuen Yuen College Alumni Association to achieve the following objectives:

1. To uphold the spirit of CCC Chuen Yuen College.
2. To foster and maintain fellowship among graduates of the School.
3. To encourage graduates of the School to join the Alumni Association as members.
4. To organize activities for the purpose of improving contacts among graduates and fostering better relationship between the School and its graduates.
5. To raise funds for the School for the purpose of establishing scholarships, bursaries, and other forms of financial aids to students, and for the implementation of other meaningful activities.

II. Present Situation

Strengths

1. The teacher advisers of the Association have been enthusiastic in offering caring support for the Association.
2. The office-bearers of the Association are well-educated and mature, and have shown genuine concerns for the well-being of the School.
3. The School and its teachers shall render generous support to the Association.
4. There has been generous financial support from graduates in donating scholarships in promoting a better academic atmosphere.
5. Alumni have also been generous in donating funds to support the organization of activities.
6. Greater support has been seen from younger Alumni in the past few years.

Weaknesses

1. Membership subscription fees are still the major source of income for the Association. The over-reliance on the membership fee revenue will severely limit the capability of the Association to cover the recurrent and other costs to support the operation of the Association and innovative school development projects.
2. The Association is still at its developing stage and needs the nurture and full support of all members of the Association, as well as graduates, teachers and the Principal of the School.

III. Objectives of the year 2013-2014

1. To enhance the liaison between the office-bearers of the Association and its members, including those graduates who may not yet have become its members.
2. To help organize the AGM of the Association on 2 November 2013 and home coming for 2003, 1993, 1983 graduates on the same day.
4. To assist the Association in the publication of newsletters.
5. To recruit members for the Association.
6. To assist the Association in raising funds for the setting up of scholarships and for organizing

other activities.

IV. Work Schedule

The teacher advisers will assist the Association in the following activities to be launched in the school year 2013-2014.

1. The 19th Annual General Meeting will be held at 4:00 p.m. on 2/11/2013 in the School Hall.
2. Three Newsletters will be published, probably in October 2013 and, in due course, in January 2014 and June 2014.
3. The Association will help select candidates for various scholarships.
4. Some graduates, especially scholarship donors, will be invited to deliver alumni scholarships during the Annual Speech Day and the Closing Assembly of the School to be held on 24/5/2014 and 7/7/2014 respectively.

V. Evaluation

1. The attendance of the AGM and other activities will serve as an indicator on how active members are in participating in the activities organized by the Association. If the attendance of the AGM and other activities is low, efforts should be stepped up to promote the activities of the Association, including participating in the AGM.
2. The number of participants in the activities organized by the Association, such as hiking and barbecue, will inform whether sufficient effort has been put up by the teacher advisers and the alumni, especially those office-bearers responsible for organizing the activities.
3. The success or otherwise in the recruitment of members of the Association will be a testimony to the efforts put into the recruitment campaign.

VI. Budget

The Alumni Association has its own budget and does not require any subsidy from the School.

VII. Division of Labour

Mr Lau Kwok Keung (Team Leader)

Mr Cheung Yuk Kui

Mr Lee Hung Kei

Mrs Siu Lam Lai Kei