



聖若瑟大學<sup>1963</sup>  
UNIVERSITY OF  
SAINT JOSEPH

# ANNUAL REPORT

## 2017/2018

Macao, 2019



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## RECTOR'S INTRODUCTION

The 2017/2018 Academic Year was atypical. It is probably true that in higher education every year is or should be “atypical”. Our research is expected to push forward the limits of academic knowledge, and our teaching and learning should be constantly adapting to the cutting edge of science. But for the University of Saint Joseph (USJ), 2017/2018 was more atypical than usual. Novelty was in the air. The new Law for Higher Education in Macao had just been approved and, after a ten year wait, our Ilha Verde Campus had finally been handed over. Preparations were on course for a much-awaited opening in September, when disaster struck. On the last days of August, super-typhoon Hato struck Macao, followed a week later by smaller storms. Hato was arguably the most powerful typhoon to cross the territory in living memory. Strong winds snapped and uprooted trees, and torrential rain rapidly flooded the Inner Port and Ilha Verde districts. Water poured into basements, knocking out power supplies. Lifts ground to a halt, trapping people in their apartments, while roads outside were transformed into a network of fast-flowing canals through which ploughed four-wheeled drives and the occasional floating car.

The basement of the Ilha Verde Campus was flooded. In 15 minutes, three metres of filthy water had cascaded through the garage entrance. State of the art sporting facilities, power mains and machinery were severely damaged. Everything temporarily stored underground, such as expensive technical equipment – collected over time for the Faculty of Creative Industries –, pictures and paintings from USJ’s previous headquarters and, in a most unfortunate twist of fate, the whole of the Jesuit fathers’ Ricci Institute Library, boxed and waiting to be transferred to the upper floors, were totally destroyed.

A week later, further torrential rain caused a sudden backwash in the damaged drainage system, flooded servers and knocked out the nerve centre of the communications and IT infrastructure.

The total cost of the damage was estimated at more than MOP100m. Fortunately, we had some insurance, and GAES and the Macao Foundation provided additional emergency funding. Reconstruction and weatherproofing the basement, however, have been slow. A year later, we still have not fully recovered the damaged facilities. Let me add that we were particularly touched when, immediately after the storms, we were visited by a team from Sands China and the Adelson Family Foundation who surveyed the damage and immediately committed



MOP15m to projects that would allow us to enhance our facilities by introducing new safety features to protect our servers and IT network, create an exercise space for staff and students, add new digital resources and a multipurpose room for our Library, and construct a studio for our new digital-cinema programme.

The challenge of immediate recovery of the campus, and the subsequent repair and enhancement fell on the capable shoulders of our Administrator, Ms Lavena Cheong, and her efficient teams in the IT and the Central Services offices. Meanwhile, staff and students were asked to launch the new academic year with what resources were available. A word of praise and admiration is due to all. With much work, good heart, creativity and improvisation, the year went by without further mishaps and a surprisingly small number of complaints. As I now look back, I note with satisfaction how staff and students rapidly adapted to the new conditions, adjusted and redistributed offices, and went smoothly through the first steps of developing a vibrant new campus culture.

A word of thanks to the senior management of the University, who guided our community through these extraordinary times and ended their term of office as the academic year drew to a close:

- Prof. Maria Antónia Espadinha accepted to come out of retirement in 2014 to be my Vice-Rector. For four years, she oversaw the Office of Student Affairs and supervised the always sensitive issue of our student residences. However, her main contribution for the future of USJ was surely the setting up and passionate support of our Department of Portuguese. Her wise counsel, jovial disposition and excellent network in the local community were vital assets for the development of the University. We are proud to count her now among our Emeritus Professors.
- Prof. Vincent Yang was my support in the academic field from the moment I arrived, in 2012. For the last four years, he was first Pro-Rector and then Vice-Rector overseeing international relations, links with Mainland China and the quality of our academic work. Unfortunately, he had to leave us in August, for family reasons, and has returned to Canada. I am deeply grateful for his questioning mind, as he tested the limits of our internal procedures, prepared policy documents and regulations, and guided the development of our institutional networks. We count on him still as our external advisor and Adjunct Professor.
- The third change to our senior management team was that of our Administrator. After two gruelling years supervising the logistics of our move to the new campus and then



managing the complex recovery and enhancement process that followed the storms of August and September 2017, Ms Lavena Cheong asked to stand down. We are all deeply indebted to her for her dedication and the phenomenal amount of work she put in to keep the university running without a hitch. At her request, she is now setting up the equally challenging Quality Assurance Office, as USJ enters a new phase and adjusts to “accreditation mode”.

A word of welcome now to the new senior management team. They are: Prof. Álvaro Barbosa, Vice-Rector for Strategic Development; Prof. Keith Morrison, Vice-Rector for Quality Assurance; Prof. Rochelle Ge, Acting Vice-Rector for Research and Institutional Relations; and Dr Raymond Lam, our Administrator. Besides the daily management of the University, we face the challenge of upgrading our quality assurance and preparing for institutional and programme accreditation, as required by law.

Through the thick and thin of this academic year we have been wisely guided by our Chancellor, Bishop Stephen Lee Bun-sang, and have felt the support of the members of the Catholic Foundation for Higher Education, our title-holder. Special mention is due to Prof. Isabel Gil, present at every meeting of the Foundation, whether physically or by videoconference. They are a constant reminder that USJ serves Macao, and does so in a unique manner because of its links to the local Catholic community and to the Catholic University of Portugal.

Finally, let me express our gratitude to GAES (now DSES), to the Macau Foundation and to the Science and Technology Development Fund (FDCT). Their interest in USJ, the legal framework they have put in place, the funding they have provided have been instrumental in the construction of our campus, in developing our research and in allowing us to flourish as a truly international higher education institution deeply rooted in Macao.

Macao, 24 April 2019

Rector of USJ

Prof. Peter Stilwell



## 1 – OVERVIEW OF 2017/2018 ACADEMIC YEAR

### 1.1. USJ Students and Staff

The following tables and charts provide an overview of student and staff numbers for the 2017/2018 Academic Year.

#### 1.1.1. STUDENT PROFILE

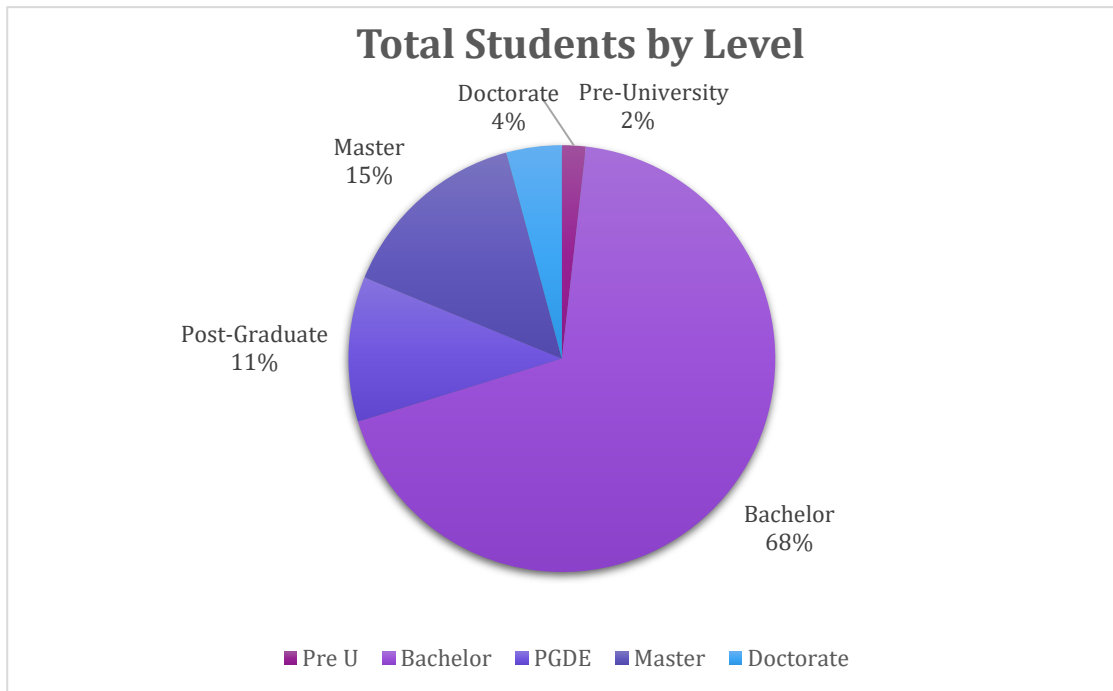
TOTAL NUMBER OF GRADUATING STUDENTS / NUMBER OF STUDENTS

Programme Level	Total Graduates	Total Students
Pre-University	12	19
Associate	-	28
Bachelor	152	663
Post-Graduate	108	119
Master	49	227
Doctorate	3	45
Total	324	1134

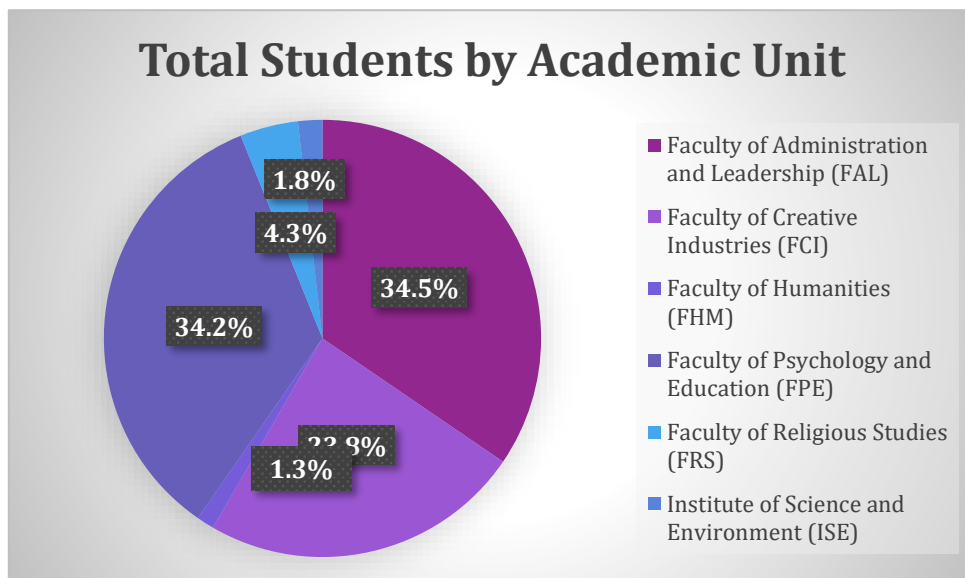




The chart below shows the distribution of total student by level.



The chart below shows the distribution of total students by academic unit.





Details of the application and enrolment performance for 2017/2018 can be seen in the tables below.

APPLICATION AND ENROLMENT BY AWARD

Level	Applicants	Acceptance	Acceptance Rate	Enrolment Rate
Pre-University	49	29	59%	93%
Associate	88	56	64%	59%
Bachelor	423	174	41%	72%
Post-Graduate Diploma in Education	667	192	29%	76%
Master	311	161	52%	79%
Doctoral	40	15	38%	87%

BREAKDOWN OF APPLICATION AND ENROLMENT BY PROGRAMME

Programme	Unit	Level	Applicants	Acceptance	Acceptance Rate	Enrolment Rate
Business Administration	SBU	Bachelor	64	24	38%	58%
Government Studies	SBU	Bachelor	7	0	-	-
Social Work	FSS	Bachelor	49	26	53%	69%
Psychology	FSS	Bachelor	33	16	48%	81%
Philosophy	FRS	Bachelor	7	0	-	-
Communication and Media	FCI	Bachelor	58	34	59%	71%
Christian Studies	FRS	Bachelor	13	12	92%	100%
Education	SED	Bachelor	105	40	38%	63%
Fashion Design	FCI	Bachelor	11	6	55%	83%
Portuguese Chinese Studies	FHM	Bachelor	24	1	4%	-
Architectural Studies	FCI	Bachelor	28	12	43%	33%
Environmental Science	ISE	Bachelor	2	0	-	-
Design	FCI	Bachelor	34	13	38%	69%



Business Administration	SBU	Master	63	37	59%	62%
Coral Conducting	FCI	Master	2	0	0%	-
Clinical Social Work	FCI	Master	4	0	0%	-
Community Development	SBU	Master	13	8	62%	50%
Counselling and Psychotherapy	FHM	Master	56	29	52%	93%
Design	FCI	Master	24	13	54%	100%
Government Studies	SBU	Master	6	0	-	-
History and Heritage	FHM	Master	4	0	-	-
Religious Studies	FRS	Master	4	0	-	-
Contemporary China Studies	FHM	Master	3	0	-	-
Lusophone Literature Studies	FHM	Master	1	0	-	-
Environmental Science Management	ISE	Master	22	6	27%	50%
Philosophy	FHM	Master	13	7	54%	71%
Communication and Media	FCI	Master	7	3	43%	-
Education - English	SED	Master	48	30	63%	80%
Education - Chinese	SED	Master	39	34	87%	82%
Architecture	FCI	Master	9	0	-	-
PhD in B.A.	SBU	Doctorate	9	6	67%	67%
PhD in Education	SED	Doctorate	13	4	31%	75%
PhD in Global Studies	FCI	Doctorate	2	1	50%	100%
PhD in History	FHM	Doctorate	1	0	-	-
PhD in Information System	FCI	Doctorate	4	1	25%	100%
PhD in Psychology	FSS	Doctorate	2	0	-	-
PhD in Religious Studies	FRS	Doctorate	4	1	25%	100%



PhD in Science	ISE	Doctorate	5	4	80%	75%
PhD in Government Studies	SBU	Doctorate	2	0	-	-
Post Graduate Diploma in Education	SED	Diploma	627	162	26%	72%
Portuguese-Chinese Translation	FHM	Associate	70	55	79%	60%
Pre-University	---	Certificate	33	20	61%	90%

In the academic year 2016/2017 the university had 1,058 students enrolled, and an additional 23 who were semester-based.

### 1.1.2. ACADEMIC STAFF PROFILE

<b>TOTAL NUMBER OF ACADEMIC STAFF IN 2017/2018 (as of 31 August 2018)</b>			
Educational Level	Resident Staff	Visiting Staff	Total
Doctorate Degree	41	54	95
Master's Degree	16	58	74
Bachelor or below	2	16	18
<b>Total</b>	<b>59</b>	<b>128</b>	<b>187</b>



## 1.2. Programme Development and Review

In the academic year 2017/2018 the university opened ten bachelor's degree programmes, five master's degree programme and one Doctoral degree programme (with 9 active specialisations).

The university also offered a Post-Graduate Diploma in Education and a Pre-University programme.

The Bachelor of Government Studies was not opened in 2017/2018 (for a number of reasons related both to the design of the programme and the diminishing number of applicants, the programme has been discontinued).

Two new bachelor's degree programmes and one master's degree programme were opened in this academic year: the Bachelor of Fashion Design, the Bachelor of Portuguese Chinese Studies, and the Master of Communication and Media. These programmes were opened with 7, 9 and 12 students respectively. The low numbers were accepted because these are new programmes which are not provided elsewhere in Macao. It was decided that they should be allowed to run with low numbers until they had made their presence felt, since they are understood to be important for USJ's strategic development

Meanwhile, some new programmes were developed and promoted for launching in September 2017. They were four Associate Diplomas – in Architectural Technology, Media Production, Portuguese-Chinese Translation, and Product Design –, one Bachelor of Environmental Sciences, and a renewed Bachelor of Psychology. A Master in Lusophone and International Public Law was submitted and approved by GAES and was planned for September 2018, but conditions were not right and launching was postponed.



## 1.3. Large Scale Academic Activities

The academic staff and students launched a number of academic activities open to the local community. A selection is presented below.

### 1.3.1. RELIGIOUS STUDIES

The Faculty of Religious Studies (FRS) organized **four conferences** and a **lecture series** for the Academic Year 2017-2018.

The conferences entitled “The Early Development of Nestorianism in China” and “Marian Devotions in Relation to *Lumen Gentium* and *Marialis Cultus*” took place at the Auditorium of USJ’s Seminary Campus in the month of November 2017. Later, in the January of 2018, two more conferences were held. Fr. Steve Bevans presented a paper entitled *Pope Francis: The First Five Years* and the next morning gave a talk to the FRS staff and students on *Mission Theology in Asia*. On the Feast of St. Thomas Aquinas, patron saint of Catholic Universities, the Priory of St. Dominic in collaboration with the FRS featured a conference by Fr. Edmund Eh on “*The Virtue of Wisdom in St. Thomas Aquinas*” on 29 January 2018, followed by a Eucharistic Celebration presided by the Bishop of Macao, Most Reverend Stephen Lee.

Professor Roberto Ceolin gave a series of lectures entitled “In the Beginning was the Word – and They Spoke in Tongues” to students and visitors in March and April 2018. The series covered three topics: “*Ancient African Languages: Coptic Ge’ez and Old Nubian*”, “*Ancient Eastern Languages: Syriac, Armenian, Old Georgian*” and “*Ancient Udi and Ancient European Languages: Gothic, Old Slavonic, Anglo-Saxon and Old Irish*”.

### 1.3.2. Environmental SCIENCE

In the academic year 2017/2018, the School of Business organized **seven talks and public lectures**.

On March 22, 2018, Mr. Ricky Cheung, Relationship Manager, LinkedIn (Hong Kong, Macau, Taiwan, Vietnam, UK and US) and Mr. Jose Ferreira Pinto, Director Human Resources



Organizational Innovation at The Venetian® Macao-Resort-Hotel delivered a talk entitled “*Rock Your LinkedIn Profile*”. Two public lectures, “Neuro(r)evolution: The Emergence of Neuro-technologies” and “DigiMob – Technology + Marketing”, were given by and shared by Prof. Luiz Moutinho on May 7 and 9, 2018. Dr. Dulce Trindade talked about “Transforming International Public Health Cooperation on November 20, 2018. The next day, Ms. Jennifer Choi, Director of HR services at MSS Recruitment shared about “Job and Salary Negotiation” with USJ students. USJ MBA Alumni, Mr. Anton Tai, now the Director of Economic Services of Macau, shared with USJ students the policies and services available for entrepreneurs in Macau on December 4, 2018. Celebrity engineer turned paper modelling creative artist Mr. Chan Man Tai from Taiwan gave a talk to USJ BBA students on December 7, 2018.

USJ **co-organised a conference**, “Inclusion Education, Sports and Social Media”, with Charity Association of Macau Business Readers and the International School of Macau. Professors from School of Business, School of Education and Faculty of Social Sciences helped and participated the conference on April 16 and 17, 2018. Over 200 local and international participants were involved.

### 1.3.3. CREATIVE INDUSTRIES

The Faculty of Creative Industries organized **several Public Lectures** with Scholars in the fields of from the Communication and Media, Design and Architecture. Dr. Mladen Milicevic delivered a lecture entitled “Changing Trends in Hollywood Film Music” on January 4, 2018. Mr. Ole Bouman, the Director of Design Society Shenzhen, gave a talk about “Design Society: from New Institution to Active Agent for Design” on January 10, 2018. Prof. Nuno Crespo from Portuguese Catholic University had a public lecture entitled “Design and Reality in Architecture the Wittgenstein House” on March 7, 2018. In May 23, 2018, Prof. Koji Yagi, architect and emeritus professor from Japan, shared the process and architectural design of USJ’s Ilha Verde Campus.

In cooperation with professors from Hunan University, Faculty of Creative Industry organized **a five-week workshop** for students from Wuyi University. This Innovation Design Workshop aimed to train students in designing new products for the classroom of the future. In the course of this workshop, students were required to thoughtfully research, ideate, plan, prepare, produce and present their projects, making the decisions – regarding concepts, materials, technologies, strategies, etc. – that best translated their final ideas. Prof. Álvaro Barbosa (USJ), Prof.



Carlos Sena Caires (USJ), Prof. Mohsen Jaafarnia (Hunan U), Prof. Vincent Ho (USJ) and Simon Huang (Hunan U.) were involved in preparing and conducting this intensive workshop.

**Three large exhibitions** were organized. “The FCI Graduation Show 2018” was held from June 1 to July 31, 2018. The collective exhibition grouped the three departments of the Faculty of Creative Industries (the Department of Architecture, the Department of Design and the Department of Communication and Media), with three different exhibitions and subthemes: “Macau Elements: Bamboo, Iron and Light”, a photo/video exhibition by the Communication and Media students of the University of Saint Joseph; “In(com)possible Design”, a Product/Furniture/Graphic design exhibition by the Design students of the University of Saint Joseph; and “At the Mong Ha Foothill”, and an architecture exhibition by the Architecture students of the University of Saint Joseph. “X-STAX exhibition” (from June 9 to 23, 2018) showcased a series of bamboo installations that express several movements of expansion and construction of bamboo structures from the ceiling to floor of the gallery. By applying advanced digital design techniques to vernacular construction materials, the exhibition was intended as a link between Macau’s historical building construction and its contemporary cityscape. “Bamboo Pavilion 2018” was designed and built by Year-3 students of USJ. Taking a nodal fixed-angle joint inspired by traditional Chinese joinery as a starting point, the pavilion worked with standardized modules and a rotational transformation to create an inspirational walk-through form. Celebrating the completion of the first academic year at the new Ilha Verde Campus, it complemented the end of year exhibition by USJ Architecture graduate students. The X-PEAX pavilion was the sixth in a series, following the successful Macau Foundation-funded pavilions built from 2013 to 2017.

#### 1.3.4. EDUCATION

On February 6<sup>th</sup>, 2018, School of Education organized a **regional conference** on Innovations in “Pedagogy and Assessment to Promote Students’ Self-Regulated Learning”, invited guest speakers from Hong Kong (Dr. Stanley Ho Sai Mun and Ms Lee Suet Ying, President of Hong Kong Association of Heads of Secondary Schools), Taiwan (Dr. Bor-Chen Kou, Dean of College of the National Taichung University) and Macao (Dr. Alejandro Salcedo, Principal of Saint Paul School).

**Four public lectures** that tackle different aspects of education have been organized through the year: “The Basic of School Administration and Management” by Chan Kin Hung on November 8, 2017; “Children’s Cognitive and Emotional Development” by Holly Sit on April 23, 2018;





“Children’s Motor Skills, Perceptual Skills and Language Development” by Angus Kuok on April 30, 2018; and “Inclusive Education in Portugal: the Challenge to Educate All with All” by David Rodrigues on June 20, 2018.

School of Education was again invited by the Catholic Schools Association to run **workshops for novice teachers**. Two groups of workshops covering four topics were provided in Chinese. These workshops are: Philosophy and Practice of Catholic Education (by Cora Leong), School Culture and Communication (Prof. Isabel Tchiang), The Historical Summary of Catholic Schools in Macau (by Fr. Rev. Cónego João Evangelista Lau) and Stress Management for Teachers (by Lydia Leong).

### 1.3.5. ENVIRONMENTAL SCIENCE

Institute of Science and Environment organized the following **public lectures and invited talks**, open to all public: “Education for Sustainability and Cooperation for Innovation and the Exchange of Good Practices”, by Prof Cristina Calheiros (University of Porto, Portugal) on May 2, 2018; “Floating Wetland Islands to Promote Water Quality and Ecosystem Restoration by Prof Cristina Calheiros (University of Porto, Portugal) on April 2, 2018; “Circular Economy: Concept and Solutions” by Filipe Silveira and Ricardo Vicente (Co-Founders of Green Circle – Rethinking Waste) on April 18, 2018; “Endocrine and Paracrine Control of Folliculogenesis in the Zebrafish” by Prof Wei GE (University of Macau) on February 27, 2018; “Environmental Effects under China’s Western Development Strategy: a Case Study in the Beipan River Basin, Guizhou province” by Dr. Xiaojiang Yo (school of Geosciences, the University of Sydney) on December 13, 2017; “Hormonal Pheromones in Tilapia” by Prof. Adelino Canário (University of the Algarve, Portugal) on December 7, 2017.

### 1.3.6. HUMANITIES

Faculty of Humanities held **four public lectures**. Moderated by Prof. W. K. Cheng, Ms Lau Sin Peng talked about “A Proud Chapter in Macau Education during the War of Resistance” at Don Bosco Auditorium, University of Saint Joseph, on March 31, 2018. Prof. Gregory Lee delivered a lecture entitled “China Imagined: From Western Fantasy to Spectacular Power” on May 28, 2018. Two special lectures, as part of the annual Script Road Festival, entitled “Living between



two languages" and "Writing and multiculturalism" were given by Professional author Jeremy Tiang and Marco Lobo on March 12 and 19, 2018 respectively.

The Portuguese, English and Chinese Departments, in conjunction with the International Office and foreign students and staff of USJ, organized "International Language and Culture Day" for the entire USJ family on April 27, 2018. The event with cultural and academic activities was a huge success, attended by a large USJ population and also attracting many visitors from the general public.

In addition, Faculty of Humanities in cooperation with Lifelong Learning Office provided 10 public course, 6 training course and 16 seasonal programmes for the public. These courses/programmes offered different levels of language learning in English, Portuguese, German and Mandarin.

### 1.3.7. SOCIAL SCIENCES

Faculty of Social Science organized two main activities during the academic year. The Master in Counselling and Psychotherapy organized its **2<sup>nd</sup> Forum** was conceived as an occasion to learn from an expert in psychological counselling, and an opportunity for students to present their research in its first stage. Each student had 10 minutes to explain the relevance of the research and the method applied to reach sound and useful results.

To celebrate World Social Work Day 2018, USJ, sponsored by the Social Welfare Bureau and in collaboration with the Macau Caritas, organized a **forum on "Healthy Macau, Happy Home: Holistic and Person-centred Approach in Social Work"** on May 19 at the Dom Bosco Auditorium of Green Campus. The objectives of this forum were: (1) to promote collaboration between different professions; 2) to describe the possibilities of collaboration for the benefit of stakeholders and the community by having the holistic and person-centred approach as directions. Approximately 120 participants attended the activity. The participants in this forum were social work educators and students from academic institutions, social workers and social development practitioners who are working in the government and non-government agencies in Macau. It was honoured to have scholars and professionals from different fields, including social work, psychology, public health, law, and education, sharing their valuable opinions in the forum. Their sharing helped lay a foundation to a wider understanding that collaboration between social workers and other professionals is needed if we are to provide holistic and person-centred services and support to users in Macau.



## 1.4. USJ's Leadership and Organizational Structure

### 1.4.1. THE CHANCELLOR

The Bishop of Macao, D. Stephen Lee Bun-sang, Chair of the General Council of the Catholic Foundation for Higher Education, was the Chancellor of the University.

### 1.4.2. MEMBERS OF THE EXECUTIVE COUNCIL

Until April 2018, the members of the Executive Council were as follows:

- RECTOR - Professor Peter Stilwell
- VICE-RECTOR - Professor Maria Antónia Espadinha
- VICE-RECTOR – Professor Vincent Yang
- ADMINISTRATOR – Ms Lavena Cheong
- REGISTRAR – Prof. Jenny Lao Phillips

In April, Professor Maria Antónia Espadinha ended her term of office and was replaced by Professor Álvaro Barbosa.



### 1.4.3. ACADEMIC ADMINISTRATIVE SERVICES UNITS RESTRUCTURED

CHANCELLOR



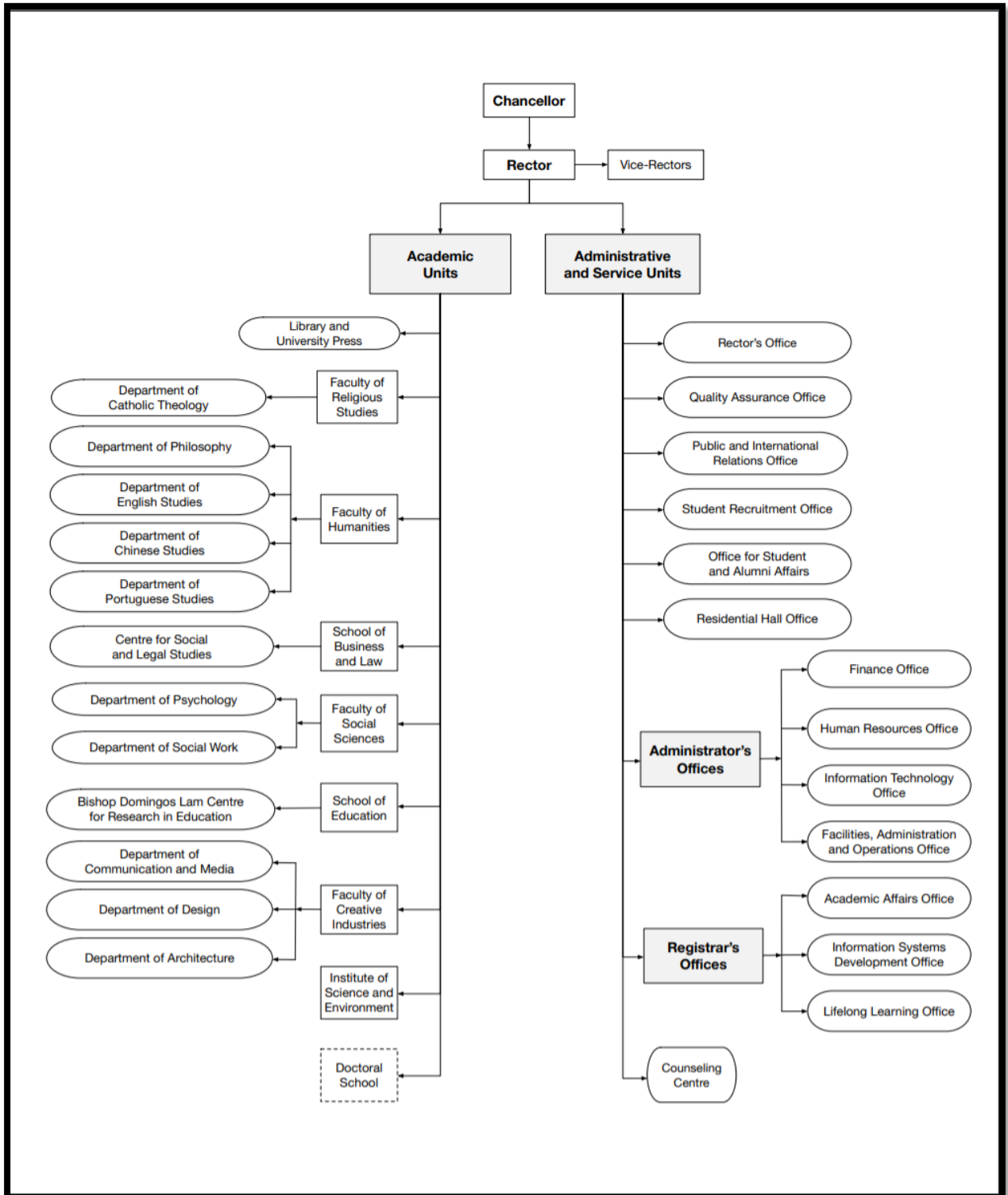
		CHANCELLOR			
		↓	↓	→	↓
		RECTOR			VICE-RECTORS
		↓		↓	
		ADMINISTRATOR	REGISTRAR		
RCO RECTOR'S OFFICE	<ul style="list-style-type: none"> <li>• Rectors and Vice-Rectors Secretariat</li> <li>• Institutional Interface</li> <li>• Management of council Meetings</li> <li>• Interface with the Catholic Foundation and the Diocese</li> <li>• Oversight of website content</li> </ul>	FNO FINANCE OFFICE	<ul style="list-style-type: none"> <li>• Financial Management</li> <li>• Budgeting and Accounting</li> <li>• Project Monitoring</li> <li>• Procurement</li> <li>• Payroll</li> </ul>	AAO ACADEMIC AFFAIRS OF- FICE	<ul style="list-style-type: none"> <li>• Academic Affairs</li> <li>• Academic Records</li> <li>• Scheduling</li> <li>• Admissions and Matriculations</li> <li>• Candidates Follow-up</li> </ul>
QAO QUALITY ASSUR- ANCE OF- FICE	<ul style="list-style-type: none"> <li>• Development and implementation of QAE across the University</li> <li>• Manage QAE Related repository of data and documentation</li> <li>• Centralize Surveys at USJ</li> <li>• Interface with GAES and Accreditation Agencies</li> </ul>	HRO HUMAN RE- SOURCES OFFICE	<ul style="list-style-type: none"> <li>• Recruitment and related documents and permits.</li> <li>• Employee benefits &amp; compensation</li> <li>• Staff profile management</li> <li>• Organization of staff activities</li> </ul>	LLO LIFE-LONG LEARNING OFFICE	<ul style="list-style-type: none"> <li>• Management of Extension Training Programmes proposals</li> <li>• Training Partnerships</li> <li>• Extension Coordination, Records and Scheduling</li> <li>• Extension Promotion</li> </ul>



<p>INTERNATIONAL AND REGIONAL RELATIONS OFFICE</p>	<ul style="list-style-type: none"> <li>• Internationalization</li> <li>• Public Relations</li> <li>• Organization of Events on and off Campus</li> <li>• MOU Management</li> <li>• Press and Media Management</li> <li>• Design and Brand Assurance</li> </ul>	<p>ITO INFORMATION TECHNOLOGY OFFICE</p>	<ul style="list-style-type: none"> <li>• Development and maintenance of campus IT infrastructure</li> <li>• IT helpdesk</li> <li>• Staff IT support</li> <li>• IT related procurement</li> </ul>	<p>ADMISSIONS OFFICE</p>	<ul style="list-style-type: none"> <li>• Student Fairs and School Visits</li> <li>• Organization of Open Day</li> <li>• Advertising and Promotion of Admissions</li> <li>• Production of Booklets and other Promotional Material</li> </ul>
<p>OSA OFFICE FOR STUDENT AFFAIRS</p>	<ul style="list-style-type: none"> <li>• Alumni and Student Association Relations</li> <li>• Sports and Recreational Activities</li> <li>• Counselling and Scholarships</li> <li>• Support to Internship and Career Development</li> <li>• Support to Students with Special Needs</li> <li>• Student welfare</li> </ul>	<p>CSO FACILITIES, ADMINISTRATION AND OPERATIONS OFFICE</p>	<ul style="list-style-type: none"> <li>• Campus Services and Operations</li> <li>• Campus Infrastructure Development and Maintenance</li> <li>• Transportation &amp; Vehicles</li> <li>• Main Reception Desk</li> <li>• Management and Monitoring of Infrastructure and Hospitality Services</li> <li>• Guest Support to Students and Visiting Professors</li> </ul>		



### 1.4.4. ORGANIZATIONAL CHARTS





## 1.5. Internal Mechanism for Monitoring the Execution of USJ's Regulations

The University continued to streamline policies to strengthen staff performance, increase efficiency and effectiveness, and regulate various dimensions of institutional activity.

- USJ's *Academic Regulations* were revised in 2016, taking into account three years of experience – their execution is monitored at multiple levels, individually by coordinators, deans and the Registrar, collectively by Pedagogical Councils, Scientific Councils, Academic Council and, ultimately, by the Rector
- The *Regulations for Academic Staff Progression*, established experimentally in December 2013, were amended and updated in May 2016. Procedures to be followed and standards required for teaching staff promotion were appended. The appointment of panels and resulting proposals are published for scrutiny by the academic community.
- The *Performance Appraisal Form* for administrative staff was revised after reviewing the experience of the previous years. It continues to be one of the major strategic guidelines for encouraging competence and improving efficiency. Appraisal is verified by the appraised.

Other policies, regulations and procedures have been published and are in force, amongst which the:

- *Anti-Discrimination and Anti-Harassment Policy and Reporting Form* – procedures are monitored by the Human Relations Office;
- *Procurement Policy* – includes on-line confirmation and verification of procedures;
- *Donation Acceptance Policy* – requires due diligence in relation to sources and establishes levels of approval according to values donated;
- *USJ Code of Ethics in Academic Research* – still based on self-regulation, but will eventually be monitored by a Research Committee;
- *Policy and Procedures for Appointments of Honorary and Adjunct Professors* – monitored by the Executive Council until such time as a Senate is formed.
- *USJ Staff Leave Policy* – monitored by the Human Resources Office.



- *Safety Policy and General Emergency Plan* – monitored by the Executive Council and the Rector’s Office.

A fully structured Quality Assurance System is envisaged for 2018-2019, following the recommendations of Ian C. Fleming, pre-accreditation consultant, who visited USJ for a second time in June 2018. It will verify and articulate the monitoring of regulations and procedures in accordance with the principle of subsidiarity.

## 1.6. Commitment to Vision, Principle and Social Service

### 1.6.1. USJ’S STRATEGIC DEVELOPMENT PLAN 2019-2023

THIS STRATEGIC DEVELOPMENT PLAN IS THE RESULT OF ONGOING DISCUSSION AND IS SUBJECT TO FURTHER ADJUSTMENTS.

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#### VISION

To be a leading multicultural Catholic University that stands by the principles of academic integrity, follows international standards in teaching, learning and research, and upholds tradition whilst fostering innovation.

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#### MISSION

USJ’s mission is to:

1. Provide the region with a University imbued with a Christian ethos, that aspires to the highest academic standards and is rooted in the cultural and spiritual heritage of Macao;
2. Develop an international academy in which East meets West, open to all who seek excellence in learning, teaching and research irrespective of their ethnic, social or religious affiliation;
3. Foster an academic community committed to whole person development and to promote a caring, ethically responsible, economically, socially and environmentally sustainable society.



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## STRATEGIC OBJECTIVES



### STRATEGIC OBJECTIVE 1

To serve the local community maintaining a Christian identity

#### ACTIONABLE MEASURES

- 1.1. Embody the longstanding commitment of the Diocese of Macao to the promotion of education, care for the needy and a peaceful mingling of cultures;
- 1.2. Maintain privileged relations with the international network of Catholic Universities, in particular with the UNIVERSIDADE CATÓLICA PORTUGUESA (Catholic University of Portugal);
- 1.3. Prepare qualified professionals according to the needs of the community, the objectives of the regional government and the priorities of the Diocese of Macao, and the challenges faced by the world at large;
- 1.4. Foster educational, social, cultural, recreational and sports activities for the benefit of the surrounding community.



### STRATEGIC OBJECTIVE 2

To provide the highest international academic standards

#### ACTIONABLE MEASURES

- 2.1. Follow the highest international standards, academic integrity and best practices in the academic areas of its provision, teaching, learning, research and all academic activities, together with the efficiency of its administration, services and student support, and seek the corresponding accreditation and quality development;
- 2.2. Provide both degree-granting and lifelong-learning courses, whether classroom-based or through distance learning, using as the principal medium of instruction English, Chinese, or Portuguese;
- 2.3. Ensure the international character of its academy by the use of English as the regular medium of internal communication;
- 2.4. Develop state-of-the-art research that contributes to improve lives and society.

**STRATEGIC OBJECTIVE 3**

To foster social development, preserving the cultural tradition of Macao

**ACTIONABLE MEASURES**

- 3.1.** Promote academic dialogue between cultures and spiritual traditions, aligned with the history and identity of Macao and East Asia;
- 3.2.** Preserve and promote the tangible and intangible heritage and social development of Macao, architectural, museological, archival and/or in the form of local traditions and practices;
- 3.3.** Organise academic, cultural, sporting and recreational events that bring local stakeholders together in collaboration and dialogue, featuring the involvement of USJ alumni to promote the social, cultural and communitarian heritage and development of Macao;
- 3.4.** Introduce innovative programmes and research that directly address the social, cultural and ethical needs and developments of Macao, at the present moment and in the prospective future.

**STRATEGIC OBJECTIVE 4**

To contribute to Macao as an international platform, especially between China and Portuguese-speaking countries

**ACTIONABLE MEASURES**

- 4.1.** Contribute at the university level to develop Macao as a platform for cultural and economic cooperation and internationalisation between China and Portuguese-speaking countries;
- 4.2.** Seek support to promote Portuguese language and culture by recruiting staff and students from the Portuguese-speaking Countries to USJ in Macao;
- 4.3.** Cooperate with the International network of Universities, with which USJ has signed MOUs, to develop a peer benchmarking system and partnership research, programmes and activities;
- 4.4.** Develop international collaboration in degree granting programmes in the formats of Joint Degree, Double Degree, Multiple Degree or Consecutive Degree.



## 1.7. Commitment to Macao Society

USJ's commitment to Macao society is ingrained in its constitution, as the university of the Catholic Diocese of Macao. In 2017/2018, as in previous years, the University promoted a number of initiatives to link to the local network of non-tertiary institutions, including but not limited to the Catholic schools. Programmes such as Psychology, Social Work and Education are fully focussed on the local community, where graduates can expect to exercise their future professions. In the case of Social Work, the department works closely with Caritas and the Social Welfare Bureau. The School of Education and our Lifelong Learning Office provide courses to DSEJ and the community. Our Institute for Science and Environment develops local groundbreaking research generously funded by FDCT.

The following are some topics referred to in other sections of this report which highlight the University's commitment to Macau:

- Fostering Science and Environmental Education in Macao
- Developing Macao Young People's Interest in Creative Industries
- Conferences, Lectures and Talks open to the public
- Participation in Local Charitable Activities



## 2 – FINANCIAL PERFORMANCE

### 2.1. Analysis of USJ's Financial Condition

For the fourth consecutive year the University was able to present solid operating results and achieved our goal of keeping expenditures lower than revenues.

The positive results reflect the careful management of resources by both Administrative and Academic Units.

USJ has sought to better identify existing lines of public and private subsidies to cover specific operational costs, and to apply efficiently for available funding to support research projects and academic activities, and so enhance its mission in teaching, learning and research.

Tuition fees alone are not enough nowadays to cover the costs of a quality higher education institution that aims to provide a service to the local population according to international standards. So, the funding granted by GAES, the Macao Foundation and FDCT has been essential for the financial security of the University.

Our major single source of income, however, is still the tuition fees. A government subsidy for local students allows us to reduce their fees. But together student-paid fees and subsidy represented almost 56% of our operational income in 2017/2018.

On the other hand, personnel account for almost 55% of USJ's total annual costs.

Despite a drop in the number of undergraduate students over the last few years, as the demographics of Macao and the offers from Mainland universities have a growing impact, the income associated with tuition fees increased about 2.5%. Meanwhile, USJ reported an overall increase in total revenue of about 19%, and a resulting year on year surplus of MOP4.9 million for the fiscal year. This good performance has allowed the University to steadily reduce its accumulated deficit and improve its cash-flow.

### 2.2. Measures taken for the Profit/Loss?

USJ's main goal has been to provide Macao with a high-quality university and offer our students the best possible service. However, this is a gradual process and involves significant costs. The



big challenge the University has set itself is to achieve those goals whilst keeping operating expenditure equal or lower than the revenue. The positive operating results for the past few years prove that this objective has been taken to heart by both Administrative and Academic Units.

The University is now more dependent on external subsidies from government and private funds. But these funds are, on the whole, provided under general public policies and can thus be considered sustainable for the medium and long term. This is specially so, as Macao is financially secure and the development of local higher education is one of the governments priorities. The call to nurture local talents, promote innovation and face the healthy competition of the Greater Bay Area project provides a context in which support can be expected for increase in quality in teaching, learning and research.

The continued support from public funds reflects the expectation of local authorities that USJ can become a high-standard multicultural institution, with strong links to the local community, to Europe and to Portuguese speaking countries.

### **2.3. Internal audit mechanism for using funding from Macao Government**

Some time ago, USJ established the Project Monitoring Office (PMO) to oversee the management of its many different academic and non-academic projects, especially those being run with external funding. The projects are managed by their project leaders, but the PMO ensures that both external and internal rules are fully complied with, as the project develops.

At the same time, an accompanying Procurement Policy was created to guarantee that the purchase of equipment and services is evidence based and always correctly conducted from the start.

PMO keeps records of each project approved by USJ's Executive Council (EC) and checks that expenditure is in line with the budget submitted. The Office has to approve all purchases and payments related to projects in accordance with their respective budgets, available funds and applicable rules. PMO reminds project leaders to report periodically on the progress of their project and to provide their final report on time.



### **2.3.1. PROCEDURES FOR EXECUTING THE FUNDS AVAILABLE:**

1. Project Leader or the Person In-charge (PL) will contact the Procurement Units requesting the quotation of the goods or service.
2. PL endorses the quotations for items, as approved, on the Procurement Request Form or Payment Request Form.
3. The endorsed quotation (with the endorsed Payment Request Form) is submitted to PMO.
4. The PMO checks and marks the quotation as in accordance with the approved proposal.
5. If the quotation is within the approved typology and budget for each item, the PMO sends the marked quotation to the Finance Office for approval.
6. After approval the Procurement Units will follow up with the purchase or acquisition of the goods or service. The Treasury Section of the Finance Office then prepares the payment according to the payment conditions and method proposed.
7. When the activity is completed, the Project Leader must submit to PMO, within two weeks, a report with all the relevant documents, including photos and printed materials, to be included in the consolidated report to the sponsors.

## **2.4 – Calculation of Depreciation**

USJ follows the straight-line depreciation guidelines throughout the asset's useful life. Depreciation and amortization rates vary according to the number of years of the assets' useful life, following in the applicable cases the minimum rates of depreciation and amortization laid down in *Decree-Law 4/90/M*.

In 2018/2019, the Finance Office (FNO) will launch an Asset Management Guidelines and Procedures. The policy will establish the proper use and administration of petty cash funds. When other disbursement methods cannot be used, petty cash funds can provide cash to cover minor expenses. At present, the University requires each petty cash fund to have an approved Custodian, who documents expenditures, keeps receipts, and safeguards the funds.



## 3 – QUALITY ASSURANCE

### 3.1 Institutional or Programme Accreditation

Preparation continued. A consultant on accreditation was retained: Mr Ian C. Fleming. He requested and analysed relevant documentation and visited the University for a second time in June 2018. His recommendations were factored into the plans for the upcoming academic year, namely through the appointment of a Vice-Rector for Quality Assurance.

USJ understands Quality assurance and enhancement (QAE) to be:

- an ongoing systematic, methodical rigorous, objective, impartial, transparent, evidence-based, expert-informed and benchmarked process requiring documentation, reporting, evaluation and self-evaluation of how effectively a university and its academic, administrative, support and service units are working;
- part of the ongoing development and continuous improvement in the work and operations of the University and its academic, administrative, support and service units;
- the consequence of, and ongoing action planning, development, interventions in, implementation of, monitoring, review and evaluation of planned developments and improvements for each academic, administrative, support and service unit;
- the provision of appropriate training and support to improve QAE and the work and operations of the University and all its units.

Quality assurance and enhancement (QAE) concerns the development, planning, implementation, monitoring, review, evaluation and reporting for continuous improvement and development of all work, procedures and operations of the University and its academic, administrative, support and service units. It is an engine of development, moving beyond accountability to continuous improvement.

“Quality” comes in many forms, and the University pursues many types of quality, to enrich all the work of the University and ensure it fulfils its mission.

#### 3.1.1. STAFF AND STUDENT DEVELOPMENT FOR QAE

As the University develops its QAE, it recognises the importance of providing development work for staff and students. The Quality Assurance (QA) Office, is planned to be in place by September 2018, under the supervision of the new Vice-Rector. It will provide programmes of formal development and training sessions to introduce and expand staff awareness and



operations of QAE, and how to meet the requirements of QAE. Alongside these, the QA Office will provide ongoing informal QAE-related development, support, training, advice, review and administration for all units of the University, involving staff and students as appropriate.

Development, continuous improvement and QAE go hand-in-hand, and the QA office ensures that its work and development sessions are widely disseminated to members of the University, as transparency is an important feature of QAE work.

The QA Office ensures that the University's QAE work is related to externality and external standards and benchmarks. This includes: QAE requirements, practices and operations; QA agencies; government departments and requirements; external accreditation; external review and audit. The QA Office ensures that these are linked to dissemination and staff development on an ongoing basis, with materials, information and resources available to all members of the University.

### **3.1.2. ACCREDITATION AND EVALUATION**

USJ is committed to enhancing the quality of all its work, activities, and operations. To meet its vision statement “to be a leading multicultural Catholic University that follows academic integrity and international standards in the pursuit of science, tradition and innovation”, USJ emphasises externality in the standards that it sets and in its increasing recognition and reputation.

QAE and accreditation serve USJ's mission for “all who seek truth and quality in learning, teaching and research, irrespective of ethnic, social or religious affiliation” and to be “a community committed to whole person development and to fostering a caring, ethically managed, economically and ecologically sustainable society in Macao and beyond”.

These require USJ to be a self-aware institution which is committed to continuous development and improvement. Internal self-evaluation is complemented by external evaluation and accreditation of its programmes and the entire University. This involves working with internationally recognised external agencies who provide services of quality assurance, quality audit and review, and accreditation. USJ takes active steps to involve external parties and agencies in contributing to the promotion of excellence in all its work.





### **3.1.3. SURVEYS, FEEDBACK, DATA AND REPORTS**

Quality assurance and enhancement (QAE) rely in large part on evidence-informed continuous improvement. In this, valid and reliable evidence is gained from USJ's internal and external stakeholders and reviewers through many channels and many instruments for data collection, processing, analysis, interpretation, reporting and storage.

The Quality Assurance (QA) Office itself conducts several surveys and data collection exercises from different groups and samples in the university and beyond. Some of these are on a regular and routine short-time scale; others are conducted on an annual basis and beyond. The QA Office is also the repository of institutional data from other sources across USJ, and it stores these securely, together with reports, feedback, surveys and other sources and kinds of information, so that the University and its units can use these to inform forward planning and continuous improvement across the University.

QAE uses metrics and qualitative data to contribute to expert human judgements and evaluations. Data and evidence of many kinds inform indicator systems and success criteria, and the QA Office provides objective, reliable and valid data and reports.

### **3.1.4. RESOURCES, PRO-FORMAS AND TEMPLATES**

Quality assurance and enhancement (QAE) rely heavily on documentation and the use of a range of documents and data to contribute to the development and continuous improvement of the University.

In addition to monitoring, review, evaluation and self-evaluation, the Quality Assurance (QA) Office provides considerable support and development for its staff and QAE-related operations at USJ. To serve and accomplish its multiple roles and operations, the QA Office provides a range of resources which derive from in-house materials and externally provided sources.

The QA Office also houses and uses relevant pro-formas and templates for all relevant aspects of the work of the University and its units, providing an easily accessible QAE-related resource centre for members of USJ.



## 3.2 Internal Procedures and Assessment of Programmes

Internal procedures for preparing and approving new or revised academic programmes are updated and in place (see Appendix II).

The new Vice-Rector, Prof. Keith Morrison, was chosen and will be appointed to oversee Quality Assurance and Accreditation from 1 September 2018.

Vice-Rector Prof. Álvaro Barbosa, will be responsible for updating the software and organizational structure of the University to better respond to the demands of programme assessment and revision.



## 4 – ACADEMIC ACHIEVEMENTS AND RESEARCH EXCELLENCE

### 4.1. Publication in international journals

#### SCIENTIFIC RESEARCH AND ACADEMIC DEVELOPMENT INFORMATION SHEET

Summary of Publication in International Academic Journals/Conferences		
Type of Journals/Academic Publications	Quantity	Reference
SCI	5 in total ISE_4 SBU_1	<ul style="list-style-type: none"> <li>• <b>Marques, J. A. L.</b>; Coryez, P. C; Madeiro, J. P. V; Albuquerque, V. H. C.; Fong, S. J.; &amp; Schlindwein, F. S. (2018). Nonlinear characterization and complexity analysis of cardiocographic examinations using entropy measures. <i>Journal of Supercomputing</i>, DOI: 10.1007/s11227-018-2570-8.</li> <li>• Fan, G., Chan, J., Ma, K., Yang, B., Zhang, H., Yang, X., Shi, C., Law, H., Ren, Z., Xu, Q., Liu, Q., Wang, J., Chen, W., Shao, L., <b>Gonçalves, D., Ramos, A.</b>, Cardoso, S.D., Guo, M., Cai, J., Xu, X., Wang, J., Yang, H., Liu, X., &amp; Wang, Y. (2018). Chromosome-level reference genome of the Siamese fighting fish <i>Betta splendens</i>, a model species for the study of aggression, <i>GigaScience</i>, giy087, <a href="https://doi.org/10.1093/gigascience/giy087">https://doi.org/10.1093/gigascience/giy087</a>.</li> <li>• Cardoso, S.D., <b>Gonçalves, D.</b>, Goesmann, A., Canário, A.V.M., &amp; Oliveira, R.F. (2017). Temporal variation in brain transcriptome is associated with the expression of female mimicry as a sequential male alternative reproductive tactic in fish. <i>Molecular Ecology</i>, doi: 10.1111/mec.14408</li> <li>• Amorim, M.C.P., <b>Vasconcelos, R.O.</b>, Bolgan, M., Pedroso, S., &amp; Fonseca, P.J. (year). Acoustic communication in marine shallow waters: testing the acoustic adaptive hypothesis in sand gobies. <i>Journal of Experimental Biology</i>, volume(issue), page#?</li> </ul>



		<ul style="list-style-type: none"> <li>• <b>Lara, R.A., &amp; Vasconcelos, R.O.</b> (year). Characterization of the natural soundscape of zebrafish and comparison with the captive noise conditions. <i>Zebrafish</i>, volume(issue), page#?</li> </ul>
SSCI	6 in total SED_3 FSS_3 FHM_2	<ul style="list-style-type: none"> <li>• <b>Baxter, A. N.</b> (2018). Malacca Portuguese in the 19<sup>th</sup> C - evidence of a wider lectal range? <i>Journal of Pidgin and Creole Languages</i>, 33(2):251-284. ISSN 0920-9034 E-ISSN 1569-9870.</li> <li>• <b>Ge, Y. R., &amp; Ho, K. C.</b> (2018). The cultivation of research labor in Pacific Asia with special reference to Singapore. <i>Asia Pacific Education Review</i>, 19(2), 199-210.</li> <li>• <b>Morais, I.</b> (2018). Macau entre a “China Tropical” e a lusofonia a Oriente: Algumas achegas sobre os contextos colonial e pós-colonial. <i>Portuguese Studies Review</i>, 26(1), page#??.</li> <li>• <b>Monteiro, E., Kuok, C. H., Correia, A. M., Forlin, C., &amp; Teixeira, V.</b> (2018). Perceived Efficacy of Teachers in Macao and their Alacrity to Engage with Inclusive Education. <i>International Journal of Inclusive Education</i>. page#??</li> <li>• <b>Mordeno, I.G., Nalipay, M.J.N., Coteriano, C., &amp; Leong, S.U.</b> (2017). Examining the Factor Structure of the Victorian Gambling Screen in Chinese Casino Workers. <i>Current Psychology</i>, 1-10. <a href="https://doi.org/10.1007/s12144-017-9699-0">https://doi.org/10.1007/s12144-017-9699-0</a></li> <li>• <b>Tang, N. &amp; Sun, F.</b> (2017). Shequ construction and service development in urban China: An examination of the Shenzhen model. <i>Community Development Journal</i>, 52(1), 10-20.</li> <li>• <b>Teixeira, V., Correia, A. M., Monteiro, E., Kuok, C. H., &amp; Forlin, C.</b> (2017). Placement, inclusion, law and teacher's perceptions in Macao's schools. <i>International Journal of Inclusive Education</i>.</li> </ul>
EL		
A&HCI	1 in total FRS1	<ul style="list-style-type: none"> <li>• <b>Eleutério, J.</b> (2017), “Church in the Making: An Apophatic Ecclesiology of Consubstantiality,” <i>Theological Studies</i>, 78(4), 1007-1008.</li> </ul>
CSSCI		



<p><b>SCI Ex- panded</b></p>		
<p><b>Other Type of Ac- ademic Journal</b></p>	<p>20 in total  FCI_10 FSS_4 FRS_2 SBU_2 FHM_1 SED_1</p>	<ul style="list-style-type: none"> <li>• <b>Eh, E.</b> (2017). "Wisdom in Aristotle and Aquinas," <i>Existenz: An International Journal in Philosophy, Religion, Politics and the Arts</i>, 12(2), 19-24.</li> <li>• Figueiredo, S., <b>Simões, E.</b>, Martins, M., &amp; da Silva, C. F. (2017). Non-Native Raters and Native Speech: Other Perspective for the Research on Comprehensibility of Second Language Input. <i>International Journal of Speech &amp; Language Pathology and Audiology</i>, 5, 15-20. DOI: <a href="https://doi.org/10.12970/2311-1917.2017.05.03">https://doi.org/10.12970/2311-1917.2017.05.03</a></li> <li>• <b>Gassner, F.</b> (2018). "Science and <i>Laudato Si</i> on the Paradigm Shift towards Sustainable Development," <i>The Journal of the Macau Ricci Institute</i>, volume(issue#), page#.</li> <li>• <b>Kuok, A.C.H.</b>, &amp; Taormina, R.J. (2017). Work engagement: Evolution of the concept and a new inventory. <i>Psychological Thought</i>, 10(2), 262-287.</li> <li>• <b>Leandro, F. J.</b> (2017), Lusophony risks to be a Heritage with no future, <i>Brazilian Journal of Strategy and International Relation</i>, 6(12), 176-189.</li> <li>• <b>Leandro, F. J.</b> (2018). Education Modelling for the Common Good, <i>Journal of Management and Training for Industries</i>, e-ISSN 2238-6912   ISSN 2238-6262  v.6, n.12, Jul./Dez. 2017   pp.176-189: <a href="#">Defence in the Geopolitical South: Middle East, Africa and South America</a> – AUSTRAL - Brazilian Journal of Strategy &amp; International Relations..</li> <li>• <b>Leandro, F. J.</b> (2017), Desafios à Unidade Geopolítica da Lusofonia. <i>Instituto da Defesa Nacional</i>, November. In: <a href="http://www.idn.gov.pt/index.php?mod=1341&amp;cod=59">http://www.idn.gov.pt/index.php?mod=1341&amp;cod=59</a></li> <li>• <b>Leandro, F. J.</b> (2018). Combining the belt with the road in the heart of Europe: Geopolitics of the BBSP corridor, <i>Journal of Management and Training for Industries</i>, October, 193-207.</li> </ul>



		<ul style="list-style-type: none"> <li>• <b>Phillips, J.O.L.</b> (2018). Open Innovation as Means of Building Social Capital: A Way to Globalization for Traditional SMEs. <i>Journal of Strategic Innovation and Sustainability</i>. 13 (2), 115-126.</li> <li>• <b>Phillips, J.O.L., Osorio, A., Alves, J.</b> (2018). Transgenerational Entrepreneurship in Chinese Family Businesses: Proposal for a Model of Work-Life Synergy. <i>International Journal of Economics and Management Engineering</i>, 12(6), 748 – 756.</li> <li>• <b>Pinheiro, F.</b> (2017). Redesigning historic cities facing rapid tourism growth: The Case of Macao’s World Heritage Centre and San Ma Lou Avenue, <i>Worldwide Hospitality and Tourism</i>, 9(3), 274-288.</li> <li>• <b>Pinheiro, F.,</b> (2017) Preserving Cultural Identity by Rehabilitation of Public Spaces, Case Study Analyses on the Historic Center of Macao. <i>Urban Design</i>, 1, 76-87.</li> <li>• <b>Pinheiro, F.; &amp; Penny, W.</b> (2017). Overall Opinion on Macao Urban Planning and the Five-Year Plan. <i>Journal of Macau Studies-Boletim de Estudos de Macau</i>, Vol. 4, p. 11.</li> <li>• <b>Simões, E., &amp; Martins, M.</b> (2018). Reading Acquisition in Beginning Readers: Typical Errors in European Portuguese. <i>Educação e Pesquisa</i>, 44, e165734. Volume(issue?), page number?</li> <li>• <b>Simões, J. M.; &amp; Faustineo, P.</b> (2017). Macao Newspapers, <i>Journalism and Mass Communication</i>, 7(4), 187-205.</li> <li>• <b>Simões, J. M.; &amp; Faustineo, P.</b> (2017). “Impacts of Public Support and Voices Pluralism in Macao Newspapers”, In: <i>Journalism and Mass Communication</i>, Vol.7, number 4 (serial number 67), David Publishing Company (Paper No. JMC20170531-1), ISSN 2160-6579, USA, pp.187-205.</li> <li>• <b>Simões, J. M.</b> (2018), “A Defesa Noticiosa do Status Quo” - E-REI: E-Revista de Estudos Interculturais, indexed at LATINDEX - 6th Edition – May. Sorry I could not read Portuguese, please identify the journal title, volume, issue, and page numbers.</li> <li>• <b>Simões, J. M.</b> (2018), “O espaço ao espaço público e ao sentido dos fatos que os media nos oferecem”, in <i>Revista GEMInIS</i> - ISSN:</li> </ul>
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		<p>2179-1465, v.9, n.1 (2018), pp. 111-124. <a href="http://www.revistageminis.ufscar.br/index.php/geminis/article/view/352/pdf">http://www.revistageminis.ufscar.br/index.php/geminis/article/view/352/pdf</a></p> <ul style="list-style-type: none"> <li>• <b>Simões, J. M.</b> (2018, January). “Entre a tradição e a modernidade, os Potiguara. Estudo Etno-Histórico, Narrativas de Memória e Rituais, a Revisitação e o Turismo”. In: <i>Revista História-Histórias – Revista do Programa de Pós-Graduação em História/ UnB - ISSN 2318-1729</i>, pp.95-107.</li> <li>• <b>Tang, N.</b> (2018). Professionalism among Chinese Social Workers. <i>Philanthropy and Society</i>, (5), 64-72. (in Chinese)</li> <li>• <b>Zhou, L.</b> (2017). 二十世紀澳門錯位的記憶——《神州在望》作品簡析. <i>Journal of Macau Studies</i>, 2, 65-69.</li> <li>• <b>何嘉莉</b> (2018)。從即興戲劇體驗討論香港幼兒美感教育環境。 <i>亞洲戲劇教育學刊</i>， 7（1）， 9-28。</li> </ul>
<p><b>Book/ Chapter</b></p>	<p>16 in total</p> <p>FHM_7 FCI_3 SED_3 SBU_2 FRS_1 ISE_1</p>	<p><b>Monographs:</b></p> <ul style="list-style-type: none"> <li>• <b>Negreiros, J.</b> (2017). <i>Spatial Analysis techniques with myGeoffice</i>. USA: IGI Global Press, ISBN 1522532706, 360 pages.</li> <li>• <b>Leandro, F. J.</b> (2018). <i>Steps of Greatness: Geopolitics of OBOR</i>, Ed. University of Macau. ISBN: 978-99965-098-4.</li> </ul> <p><b>Book Chapter</b></p> <ul style="list-style-type: none"> <li>• <b>Baxter, A. N.</b> (2018). O português dos Tongas de São Tomé. In Oliveira, Márcia Santos Duarte; Araujo, Gabriel Antunes. (orgs.) <i>O português na África atlântica</i>, pp. 297-321. São Paulo: Humanitas/FAPESP. ISBN 978-85-7732-352-4.</li> <li>• <b>Baxter, A. N.;</b> &amp; Lopes, N. (2018). Concordância verbal. In Tânia Lobo (ed.) <i>O português escrito por afro-brasileiros no século XIX: atas de reuniões da Sociedade Protetora dos Desvalidos</i>. Salvador: EDUFBA.</li> <li>• <b>Borges, Vera.</b> 2017. Poesia e navegação: o impacto da história e do mito na definição de uma poética especificamente portuguesa.</li> </ul>



		<p>In Maria Celeste Natário, Renato Epifânio, Carlos Ascenso André, Gonçalo Cordeiro, Inocência Mata, Jorge Rangel, Maria Antónia Espadinha (orgs.) <i>De Portugal a Macau. Filosofia e literatura no diálogo das culturas</i>. Porto: Universidade do Porto, Faculdade de Letras, p.294-305, 2017.</p> <ul style="list-style-type: none"><li>• <b>Conde, Margarida</b> (2017). Descobrimientos marítimos: miscigenação e preconceito em Senna Fernandes. In Maria Celeste Natário, Renato Epifânio, Carlos Ascenso André, Gonçalo Cordeiro, Inocência Mata, Jorge Rangel, Maria Antónia Espadinha (orgs.) <i>De Portugal a Macau. Filosofia e literatura no diálogo das culturas</i>. Porto: Universidade do Porto. Faculdade de Letras, pp. 181-191.</li><li>• <b>Espadinha, M. A., Borges, V.</b> (2018) Inquérito aos estudantes da Universidade de São José: o peso da cultura na aprendizagem das línguas. In Grosso, M.J. (Org.), <i>A framework in Portuguese as a Foreign Language for Chinese Native Speakers</i>. Macau: UMAC.</li><li>• <b>Ge, Y. R. &amp; Ho, K.C.</b> (2018). Intra-Asia higher education mobilities. In G. Liu-Farrer and B.S.A Yeoh (Eds.), <i>Routledge Handbook of Asian Migrations</i>. London: Taylor and Fancies Books Ltd, pp.75-91.</li><li>• <b>Gonçalves, D., Félix, A.S., &amp; Oliveira, R.F.</b> (2017). Neuroendocrinology of social behavior in teleost fish. In: <i>Hormones Brain and Behavior</i>, 3rd edition (Pfaff D, Joëls M, eds). Elsevier, 2, 3-18?.</li><li>• <b>Ho, C.K.L.</b> (2018). Aesthetic experiences with young children in Hong Kong. In J.M. Iorio and W. Parnell (eds.), <i>Meaning making in early childhood research: Pedagogies and the personal</i> (pp. 71-84). New York, NY: Routledge.</li><li>• <b>Lobo-Marques, J. Al.</b> (2018). Artificial intelligence and forensic computing. In <i>Forensic Computing</i>. Publisher?.</li><li>• Carreiras, H.; <b>Leandro, F. J.</b> (2018). Obediência militar, liberdade e consciência, <i>Ética Aplicada: Política</i>, Edições 70, pp.339-364.</li><li>• <b>Leandro, F. J.</b> (2018). The OBOR Global Geopolitical Drive: The Chinese Access Security Strategy - The Belt and Road Initiative. In <i>Law, Economics, and Politics</i>, Editors: Julien Chaisse and Jędrzej</li></ul>
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<p><b>Conference Proceedings and Papers</b></p>		<ul style="list-style-type: none"> <li>• <b>Abreu, F.; &amp; Barbosa, A.</b> (2018, July). Cyberculture and Multimodal Digital Games in Learning Environments: Fostering Creativity in Macau's Educational System. Paper presented at "Lisbon Consortium - VIII Lisbon Summer School for the Study of Culture</li> </ul>



<p><b>Confer- ence Pro- ceedings and Papers</b></p>	<p>61 in total:</p> <p>ISE_23 FHM_9 SED_9 SBU_7 FCI_6 FRS_5 FSS_2</p>	<p>“Cyber+Cipher+Culture”, Catholic University of Portugal, Lisbon, Portugal.</p> <ul style="list-style-type: none"> <li>• <b>Abreu, F.</b> (2018), The impact of multimodal digital games in children’s learning environments. Paper presented at “MRI International Conference - Common Good and Education”, Macau, China.</li> <li>• <b>Barbosa, A., Tsang, T.</b> (2017). Sounding Architecture: Inter-Disciplinary Studio at HKU. Paper presented at “International Conference on New Interfaces for Musical Expression (NIME 2017)”, Copenhagen, Denmark.</li> <li>• Biala, T. A.; <b>Marques, J.A.</b>; Mahmoud, E.; Schindwein, F. S.; Wailoo, M. (2018). Heart Rate Variability Analysis of Normal and Intrauterine growth restricted children using Sample Entropy. Paper published in the Proceedings of the Computers in Cardiology 2018.</li> <li>• <b>Borges, V.</b> (2017, November). "Poesia e mito: a propósito de Pessanha no espelho de Agustina Bessa-Luís", Colóquio "Camilo Pessanha: novas interrogações (150 anos do nascimento)", CPCLP-IPM, Macao, China.</li> <li>• <b>Borges, V.</b> (2018, January). Súria, de Vimala Devi: na raiz do lirismo, presentation at the III International Symposium “Goa: Cultures, Languages and Literatures”, Pangim and Porvorim, Goa.</li> <li>• Breitzler, L., Lau, I.H., Fonseca, P.J., &amp; <b>Vasconcelos, R.O.</b> (2018). Zebrafish as a model to study the mechanisms of noise-induced hearing loss. 5th Macau Symposium on Biomedical Sciences, Macao, China.</li> <li>• Breitzler, L., <b>Lara, R.A.</b>, Lau, I.H., Fonseca, P.J., &amp; <b>Vasconcelos, R.O.</b> (2018). Effects of noise on development, hearing and physiological stress: insights from larval and adult zebrafish. Paper presented at “Zebrafish Neuroethology Symposium”, Brisbane, Australia.</li> <li>• Breitzler, L., Fonseca, P.J., &amp; <b>Vasconcelos, R.O.</b> (2018). Auditory temporary threshold shifts under acoustical stress in zebrafish. Paper presented at “the International Conference of Neuroethology”, Brisbane, Australia.</li> </ul>
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<p><b>Confer- ence Pro- ceedings and Papers</b></p>		<ul style="list-style-type: none"> <li>• Breitzler, L., Fonseca, P.J., &amp; <b>Vasconcelos, R.O.</b> (2018). Noise-induced hearing loss in zebrafish: temporary threshold shifts and recovery. Paper presented at “2nd Oceanoise Asia”, Hokkaido, Japan.</li>   <li>• <b>Dias, Á. S.</b> (2018, July). Deep-sea hydrothermal vent fields: the role of ultramafic-hosted hydrothermal systems in the formation of seafloor. Paper presented at “National Deep Sea Centre (NDSC)”, Qingdao, China.</li>   <li>• <b>Dias, Á. S.</b> (2018, July). Deep-sea hydrothermal vents: potential new systems hidden in the. Paper presented at “Forum on Marine Science and Technology” organized by the National Science Foundation of China (NSFC) and the Macao Science and Technology Development Fund (FDCT), Qingdao, China.</li>   <li>• <b>Eh, E.</b> (2017, November). A Confucian Perspective on General Education for Global Citizenship, paper presented at “Macao Ricci Institute Symposium on Education and the Common Good”, Macao, China.</li>   <li>• <b>Eh, E.</b> (2018, November). “Thomas Aquinas and Zhu Xi as Philosophical Exemplars,” International Conference on Creating a Philosophy for the Future, University of Macau, Macao, China.</li>   <li>• <b>Eh, E.</b> (2018, June), Intellectual Virtue in Aristotle and Confucius, paper presented at “Annual Conference of the International Society for Comparative Studies of Chinese and Western Philosophy”, Zhejiang University, Hangzhou, China.</li>   <li>• <b>Eh, E.</b> (2018, February). Virtue Theory and Ecological Spirituality, paper presented at “Theology Week Conference”, University of Santo Tomas, Manila, Philippines.</li>   <li>• <b>Estadieu, G.; &amp; Caires, C. S.</b> (2018, July), Hacking: toward a creative methodology for cultural institutions. Paper presented at “Lisbon Consortium - VIII Lisbon Summer School for the Study of Culture Cyber+Cipher+Culture”, Catholic University of Portugal, Lisbon, Portugal.</li> </ul>
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		<ul style="list-style-type: none"><li>• <b>Correia, A. M.</b> (2017, November), From Inclusive Schools to Inclusive Workplaces. Paper presented at “Macau Ricci Institute Symposium on Education and the Common Good”, Macao, China.</li><li>• <b>Correia, A. M.</b> (2017, September). Variation in students’ conceptions of classroom management. Paper published in the proceedings of the <i>International Symposium on Education and Psychology</i>, pp159-169, ISEP, Seoul, Korea.</li><li>• <b>Gassner, F.</b> (2018, July). Food Waste Prevention in Macau and Hong Kong, S.A.R. China Situation – Ethical Evaluation – Recommendations. Paper given at the International Conference: “A Critical Time for Bridge-Building: Catholic Theological Ethics Today: The Third International Conference of Catholic Theological Ethics in the World Church”, Sarajevo.</li><li>• <b>Ge, Y. R.</b> (2018, August). Adapting Heterogeneity: Restructuring Chinese Medicine in Internationalizing Universities in China. Paper accepted by CHER 31st Annual Conference “Differentiation and Integration in Higher Education: Patterns and Dynamics”, Moscow, Russia.</li><li>• <b>Gonçalves, D., Ramos, A., &amp; Cardoso, S.</b> (2018, July). Selection for aggression changes the brain, not gonadal androgens. International Congress of Neuroethology 2018, Brisbane, Australia.</li><li>• <b>Gonçalves, D.</b> (2018, July). A changing ocean: potential endocrine disruptive effects in fish behavior. NSFC-FDCT forum on Marine Science and Technology. Qingdao, China.</li><li>• Ho, U. K., <b>Monteiro, E., Negreiros, J.</b> (2018). Using item response theory in English grammar assessment to foster learning. Proceedings of the International Academic Conference on Global Education, Teaching and Learning, Budapest, Hungary.</li><li>• <b>Ivorra, L.G.,</b> Cruzeiro, C., Cardoso, P.G., <b>Chan, S. K., Tagulao, K.A.</b> (2018, June). Environmental risk assessment of 4,4’-dichlorobenzophenone (4,4’-DCBP) in the mouth of the Pearl River Delta (PRD). Paper presented at “The Asian Conference on Sustainability, Energy and the Environment”, Kobe, Japan.</li></ul>
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		<ul style="list-style-type: none"><li>• Key, Ho U, <b>Monteiro, E., Negreiros, J.</b> (2018, August). Implementation of item response theory to English grammar assessment to foster learning. Paper published in the International Academic Conference on Global Education, Teaching and Learning, Budapest, Hungary. ISBN 978-80-88203-07-1, pp.20-26.</li><li>• <b>Lara, R.A., &amp; Vasconcelos, R. O.</b> (2017). Development of zebrafish under noise conditions: insights into the natural soundscape and noise effects. XXVI International Bioacoustics Congress, Haridwar, India.</li><li>• <b>Lara, R.A., &amp; Vasconcelos, R.O.</b> (2018). Impact of noise on development and physiological stress of larval zebrafish 2nd Oceanoise Asia, Hakodate, Hokkaido, Japan.</li><li>• <b>Monteiro, E.</b> (2018). Teacher education and its impact on practice. Paper presented at the International Symposium on Teaching, Education, and Learning, Seoul, South Korea.</li><li>• <b>Monteiro, E. &amp; Tchiang, V. M.</b> (2017). English Language Teaching and Learning in Five Local Secondary Schools in Macau. Proceedings of the 9<sup>th</sup> International Conference on Language, Literature, Culture &amp; Education, Bangkok, Thailand.</li><li>• <b>Morais, I.</b> (2018). Goan Theatre and Macanese Theatre in Patua: the Resurgence of popular theatre in Post-colonial Macau and Goa, presentation at III International Symposium "Goa: Cultures, Languages and Literatures", Xavier Centre of Historical Research, Goa.</li><li>• <b>Morais, I.</b> (2017). Macau entre a "China Tropical" e a Lusofonia an Oriente: Novas Perspectivas sobre o Luso-Tropicalismo", presentation at Lusophone Studies Association (LSA) 2017 Conference "The Lusophone World in Motion: Past, Present and Future", Aracaju, Brasil.</li><li>• <b>Morais, I.</b> (2017). The Cult of Fatima in Post-Colonial Macau: Confraternities, Gender, and Heritage as 'Re(invented Traditions)' in a Chinese territory, paper presented at "the 7th South and Southeast Asian Association for Culture and Religion (SSEASR) Conference", Ho Chin Min, Vietnam.</li></ul>
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		<ul style="list-style-type: none"> <li>• Moreira, I.S., Lebel, A., <b>Gonçalves, D.</b>, &amp; Castro, P.M.L. (2017, October). Biodegradation of endocrine disrupting compounds by bacterial communities from contaminated environments in Macau. VII International Conference on Environmental, Industrial and Applied Microbiology - BioMicroWorld2017, Madrid, Spain.</li>   <li>• Moreira, I.S., Lebel, A., <b>Gonçalves, D.</b>, &amp; Castro, P.M.L. (2017, December). Enrichment of bacterial strains for the biodegradation of endocrine disrupting compounds from sediments of the Pearl River Delta (PRD). Microbiotec, Congress of Microbiology and Biotechnology, Porto, Portugal.</li>   <li>• <b>Neves, A. C.</b> (2018, June). Referential Choice in Written Production by Young Learners of Portuguese as an Additional Language. Presentation at conference on “Early Language Learning 2018”, Reykjavik, Iceland.</li>   <li>• <b>Neves, A.C.</b> (2018, July). Escrevo como falo: o que acontece quando falo numa língua mas escrevo noutra? Paperpresented at conference “IX Encontro Língua Portuguesa nos primeiros anos de escolaridade: investigação e boas práticas, III Jornadas Internacionais de Leitura, Educação e Sucesso Escolar e IV Jornadas Internacionais de Alfabetização”, Lisboa, Portugal.</li>   <li>• Norte. P., <b>Negreiros, J.</b>, <b>Correia, A. M.</b> (2017). Cultivating Students’ Reading Literacy Using Digital Lexile-Based Reading in a Chinese Primary School. Paper published in CELDA – <i>14<sup>th</sup> International Conference on Cognition and Exploratory Learning in Digital Age</i>, ISBN 978-989-8533-68-5, pp. 51-59.</li>   <li>• Norte, P., <b>Correia, A. M.</b>; &amp; <b>Negreiros, J.</b> (2017).Using digital platforms to develop Chinese elementary students’ English reading literacy. Proceedings of the <i>International Symposium on Education and Psychology ISEP-Fall 2017</i>, Seoul, Korea, September 5-7, pp.206-218.</li>   <li>• <b>Phillips, J.O.L.</b> (2017, December). Open Innovation as Means of Building Social Capital. Paper published at Proceedings of the 2017 IIBG Conference: Competing in an Innovation-Driven Global Econoy: Institutions, Infrastructures, and Organization Design. The Open University of Hong Kong.</li> </ul>
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		<ul style="list-style-type: none"> <li>• <b>Phillips, J.O.L.</b>, Osorio, A., <b>Alves, J.</b> (2018, June). Transgenerational entrepreneurship in Chinese family businesses. Paper published in the Proceedings of the 20th International Conference on Family Business and Regional Development, London, the United Kingdom. 3944-3952. [<b>Won Best Paper Award</b>]</li>   <li>• Quelhas, P.; Mata, J., Lou, U. T.; Ribeiro, M. L., Borges, R., &amp; <b>Dias, Á.</b> (2018, March). A origem e evolução dos magmas graníticos de Macao à luz de dados de geoquímica elementar e isotópica / Source and evolution of Macao granitic magmas: insights from wholerock geochemistry and isotopic signatures. XIV Congresso de Geoquímica dos Países de Língua Portuguesa e XIX Semana de Geoquímica (XIV CGPLP/XIX SG, international conference, Trás-os-Montes e Alto Douro, Portugal.</li>   <li>• Quelhas, P.; Mata, J.; Lou, U. T.; Borges, R.; Ribeiro, M. R.; &amp; <b>Dias, Á.</b> (2017) New geochemical constraints on I-type granites of Macao: evidences for fractional crystallization and petrogenetic affinities with Jurassic-Cretaceous granites in SE China. Goldschmidt, 06d-2126, Paris, France.</li>   <li>• Ramos, A., &amp; <b>Gonçalves, D.</b> (2018, July). Selection for male aggression enhances female aggression in the Siamese fighting fish <i>Betta splendens</i>. Paper presented at “The 46th meeting of the Australasian Society for the Study of Animal Behaviour”, Brisbane, Australia.</li>   <li>• Ramos, A., &amp; <b>Gonçalves, D.</b> (2018, July). Androgens don’t drive me crazy. International Congress of Neuroethology 2018, Brisbane, Australia.</li>   <li>• <b>Simoës, E.</b> (2018, June). Chinese children learning Portuguese as a second language in Macao. Paper presented at Singapore Conference of Applied Psychology (SCAP 2018), Singapore.</li>   <li>• <b>Simoës, E.</b> (2018, July). Estudo Longitudinal do Desempenho em Leitura e Perfis Cognitivo- Lingusticos de Bons e Maus Leitores, at Colóquio nternacional de Psicologia e Educação, ISPA, Lisbon, Portugal.</li>   <li>• <b>Soares, N.</b> (2018, July), Asia Urban Lab – Comparative Studio. Paper presented at “DATUM: EDU International Education Conference 2018 - Towards a New Paradigm in Architectural</li> </ul>
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		<p>Education”, Malaysia Institute of Architects (PAM), Kuala Lumpur Architecture Festival 2018, Plenary Hall KL Convention Centre, Kuala Lumpur, Malaysia.</p> <ul style="list-style-type: none"><li>• <b>Tagulao, K. A.</b> (2018, July). Macao’s Mangroves: from scientific research to environmental education. Landcare for the Future: Meeting Point Between Students and Educators. University of Santiago de Compostela, Spain.</li><li>• <b>Tagulao, K.A.,</b> &amp; EDR van Steveninck. (2018, June). Phenotypic plasticity in <i>Enhalus acoroides</i>: in vitro and in situ light response experiments. Paper presented at “World Seagrass Conference and 13th International Seagrass Biology Workshop”, Singapore.</li><li>• <b>Tagulao, K. A.</b> (2017, September). Biodiversity and Conservation of Macao's Mangroves. Workshop on ASEAN- China Marine Biodiversity Conservation, Haikou, China.</li><li>• <b>Tan, C. S.</b> (2018). "Creative Engagement: A Model for Chinese Learners in the Knowledge Age". In Proceedings of the 1st International Conference on Family Engagement, Macau SAR, 19-38. <a href="http://www.heramacao.org/no-sidebar.html">http://www.heramacao.org/no-sidebar.html</a></li><li>• <b>Vasconcelos, R.O.,</b> Amorim, M. C. P., Fonseca, P. J., &amp; Sisneros, J. A. (2017). Development of structure and function of the inner ear for acoustic communication in a vocal teleost fish. XXVI International Bioacoustics Congress, Haridwar, India.</li><li>• <b>Vasconcelos, R.O.,</b> &amp; Bass, A. H. (2017). Steroid regulation of auditory sensitivity in fish: insights from zebrafish. 4th Annual meeting of the Society for Bioacoustics, Chofu, Tokyo, Japan.</li><li>• <b>Vasconcelos, R.O.</b> (2017). Fish as model systems for vocal communication and hearing research. Invited seminar, University of Tokyo, Komada, Japan.</li><li>• <b>Zhou, L.</b> (2017, December). Tradução indireta entre português e chinês - Ganhos e Perdas. Paper presented at “Congress Crossings III: Brazil, Portugal and Greater China in Movement”, Macao, China.</li></ul>
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		<ul style="list-style-type: none"> <li>• <b>Zhou, L.</b> (2018, May). Tradução de ‘conceitos culturais específicos’ no contexto da tradução indireta - o caso da obra O Assassino, de Joe Tang. Paper presented at “Confluences in Portuguese: Linguistics, Literature and Translation – International Conference”, Macao, China.</li> </ul>
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## 4.2. Research projects and conferences

### 4.2.1. RESEARCH PROJECTS

Date	Name of Research Project	Brief Introduction of the Project Content	USJ Participant(s) and His/Her Role
2017-2018	Syntactic and lexical typology of Macau Patuá and Malacca Creole Portuguese. Funded by Fundação Macau.	A study of diverse aspects of the grammars and dictionaries of Patuá (Macau Creole Portuguese) and Malacca Creole Portuguese, with a view to determining typological similarities and differences that will throw light on the development of both these languages.	<b>Alan N Baxter</b> , Principal Investigator
2017-2018	Macau Foundation Research Project MF/2017/16: Exploring Educational Leaders’ Perspectives of Inclusion: A Macao and Oporto Comparison.	The research is a comparative analysis on the perspectives of school leaders towards inclusive education (IE) in Macau and Porto, the second largest city in Portugal.	<b>Ana Correia</b> , Principal Investigator.
2017-2018	Inventory of Portuguese-based Intangible and Tangible Heritage in Larantuka and Sikka (Mauwere) in Flores Island (Indonesia): Legacies and Realms of Memory of Portuguese Eurasian Communities in a Muslim Country. Funded by Fundação Macau.	A study of Portuguese cultural vestiges assimilated into the local cultures of the island of Flores, in Eastern Indonesia, and maintained today. The vestiges include, principally, street theatre (the Bobo tradition) as well as ritual traditions inherited through the Confraternities established by Dominican missionaries in the 16th century.	<b>Isabel Morais</b> , Principal Investigator.  <b>Alan N Baxter</b> , Adjunct Investigator



2017-2018	Macau Foundation Research Project MF/2017/17: Kindergarten and Primary Teachers' Attitudes Toward Curriculum Reform in Macau.	The aim of this research is to explore teachers' attitudes toward curriculum reform in Macau schools. The research examined K1 to P6 teachers' perceptions of the rationale behind the curricular reform, as well as their attitudes and readiness to implement the required changes.	<b>Isabel Tchiang</b> , Principal Investigator.
2017-2018	Direito em Português: a língua e a escrita. Funded by GAES.	Preparation of a text book for the use of students and professionals in the translation area, focusing on the translation of legal texts in Macau.	<b>Margarida Conde</b> , Project Leader
2017	Post-graduate Certificate Program of Education in University of Saint Joseph: Cultivating the Rationales and Techniques of Culturally Responsive Teaching among Teachers in Macau (“聖若瑟大學學位後證書課程：澳門教師文化关联教學理念和技能的培養” in Chinese)	The project was proposed and submitted to GAES competing for National Higher Education Prize (“國家高等教育教學獎” in Chinese)	<b>Rochelle Y. Ge</b> , Researcher
2017/2018	FIGHT – Hormonal, pheromonal and genomic regulation of aggression in a fish model	FDCT Research Project	<b>David Gonçalves</b> , Principal Investigator.
2017/2018	Petrology and Geochemistry of Igneous Rocks from Macao: Implications for the Crustal Evolution of Southern China	FDCT Research Project	<b>Agata Dias</b> , Principal Investigator.
2017/2018	DISRUPT Environmental Endocrine disruptors: Current situation in Macao, neurobehavioral effects and bioremediation strategies	FDCT Research Project	<b>David Gonçalves</b> , Principal Investigator.
2017/2018	The role of mangroves on the bioaccumulation and cytogenotoxic effects of metals and pesticides on the food web of a sub-tropical coastal system	FDCT Research Project	<b>Shek Kiu Chan and Karen Tagulao</b> , Principal Investigators.



2017/2018	Listening to the Environment: Importance of Early Acoustic Experience on Hearing and Development in Zebrafish	FDCT Research Project	<b>Raquel Vasconcelos</b> , Principal Investigator.
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#### 4.2.2. CONFERENCES

Date	Name of Organized/ Co-organized Conference	Brief Introduction of the Conference	University/Faculty Role (i.e., organizer and co-organizer)
Feb. 6, 2017	Innovations in Pedagogy and Assessment to Promote Students' Self-Regulated learning	The conference aimed to introduce the latest development of Self-Regulated Learning (SRL) in the global context with particular focus on application to classroom instruction and e-assessment platform. A variety of innovative pedagogical and assessment practices to promote SRL were showcased in the conference.	SED, Organiser
16 & 17 April, 2018	Inclusive Education, Sports and Social Media	The conference aimed to join together academics, representatives of Associations and Institutes that develop research on or work for people with disabilities. The conference highlighted the positive contribution that people with disabilities may give to society when they are given full chance to contribute.	SED, with SOB and the Charity Association of Macau Business Readers and the International School of Macau

#### 4.4.3. NON-ACADEMIC PUBLICATIONS

Date	Title of Non-academic Publications	Type of Publication (report/newspaper/magazine)	Publisher
08/6	Roberto Ceolin, "The Perpetuation of the Paschal Mysteries," <i>O'Clarim</i> , 6-7.	Newspaper	Diocese of Macau
14 /9	Fly me to the moon		
12/10	Chopping down the forever regenerating tree		



26/10	Living a nomadic lifestyle in Macao	<p><b>JENNY LAO-PHILLIPS</b>  “Made in Macao”  Bi-weekly column on culture and tradition of Macao</p> <p>English Newspaper:  <i>Macau Daily Times</i></p>	<p>Macau Times Publications Ltd.</p>
09/11	Major does not matter		
23/11	Drinking culture in Macao		
07/12	Hot pot season		
28/12	Rice dumplings for all festivals		
11/01	Surviving the coldest days in Macao		
24/01	On Cantonese opera		
08/02	Out with the old		
21/02	On CNY red packets		
07/03	From street snacks to must-buy souvenirs		
21/03	The everywhere groundkeeper god		
19/04	Reminiscence of the 90s pop		
03/05	Chinese comfort food		
17/05	Triple celebration on Buddha’s birthday		
31/05	A thought on Macao’s creative development		
14/06	I think therefore I create		
28/06	Post-truth or indifference		
12/07	The superstition of seven		
26/07	Long-boiled soups – the Chinese secret to health and beauty		
09/08	Our dragon culture		
23/08	Ghosts time		
September 2017	Interview with Prof. <b>Ana Correia</b> , Dean of School of Education, entitled “Women’s Leadership in Macau Education”.	<p><i>The Journal of the Macau Ricci Institute</i>, The Online Journal of Moral Leadership, Social Innovation and Comparative Spirituality (1), September 2017. ISSN 2520-7903.</p>	<p>Macau Ricci Institute</p>

### 4.3. Academic Cooperation

Nome da Instituição: University of Saint Joseph		Data de preenchimento: 26th December 2018		Ano: 2017/2018			
<b>Tabela dos projectos do ensino superior realizados em cooperação</b>							
Por favor indique os dados sobre os projectos realizados no âmbito do ensino superior em cooperação com instituições do exterior							
País / Região	Nome da entidade com a qual foi realizada a cooperação	Natureza da entidade com a qual foi realizada a cooperação	Nome do projecto realizado em cooperação	Tipo e projecto realizado em cooperação	Resumo do teor da cooperação	Data de início e data de conclusão	Anotações
China	Wenzhou University	Public	N/A	Memorandum of Understanding	Exchange of faculty and students for research and study; joint research activities and centers; exchange of invitations to scholars for lectures, talks and participation in conferences, colloquia and symposia; exchange of information in fields of interest to both universities.	25/11/2017 (valid for 10 years)	
China	Gung Ho Space	Private	Establishment of Gung Ho University Start-up Base	Memorandum of Cooperation	University-Enterprise Cooperation and Incubating Start-ups; Joint Training Programmes; Resource Sharing and Full Cooperation.	27/11/2017 (valid for 3 years)	
Poland	The John Paul II Catholic University of Lublin	Private	N/A	Agreement of Memorandum	Increase in educational, cultural and scientific relation; exchange of faculty members, staff and research scholars; development of overseas study programs; organizing of joint academic activities.	30/11/2017 (Valid for 6 years)	
China	Wuyi University	Public	N/A	Memorandum of Understanding	Exchange of students; exchange of faculty members and staff; exchange of scientific materials, publications and information; joint research, workshops, research meetings and conferences.	14/12/2017 (valid for 5 years)	
Poland	Akademia Ignatianum W Krakowie	Private	N/A	Agreement of Cooperation	Organizing and developing joint plans of research in areas that will be specified as common for both institutions; exchanging research materials and publishing materials related to the cooperation areas between the two institutions, with regard to legal and contractual limitations; promoting and organizing joint study meetings, seminars, symposiums.	14/12/2017 (Valid for 5 years)	
Brazil	Universidade Federal da Bahia	Public	N/A	Agreement of Cooperation	Exchange of students and faculties; exchange of academic information and education materials; cooperation in student internship programs; organization of joint research programs; mutual visit of faculty and staff members.	12/06/2018. (Valid for 5 years)	
France	Universite Catholique de Lille	Private	N/A	Agreement of Cooperation	Exchange of undergraduate and graduate students; exchange of faculty and academic staff; collaborative research, instructional and cultural programs, including execution of activities of mutual interest.	12/06/2018 (Valid until termination)	
Portugal	University of Minho	Public	N/A	Agreement of Cooperation	Exchange programs for professors and students	16/07/2018 (valid for 5 years)	
Taiwan	Fu Jen Catholic University	Private	N/A	Agreement of Cooperation	Exchange of academic materials, education information; exchange of faculty, students and researchers.	19/10/2018 (renewed, valid for 5 years)	

Nota: Se os espaços, na tabela acima, forem insuficientes, podem ser alargados.



## 4.4 Doctoral Defences

### 4.4.1. PHD IN GLOBAL STUDIES

<b>Candidate:</b>	<b>Ana Claudia Dias Cardoso</b>
<b>Degree:</b>	PhD in Global Studies
<b>Title of Examination:</b>	Macau Fashion Industry in the 21st Century: A Global Studies Perspective on Asia-Europe Cultural Exchange
<b>Venue:</b>	Small Auditorium – Green Campus
<b>Examination Committee:</b>	Chairperson: Doctor Peter Stilwell, University of Saint Joseph Examiner: Doctor Gonçalo Vasconcelos e Sousa, Universidade Católica Portuguesa Supervisor: Doctor Joao Cordeiro, University of West London Co-supervisor: Doctor Michele Santos, Universidade de Lisboa Member: Doctor Álvaro Barbosa, University of Saint Joseph

<b>Candidate:</b>	<b>Bernard Tan Chee Seng</b>
<b>Degree:</b>	PhD in Global Studies
<b>Title of Examination:</b>	Semiotic Multimodality: A Filmic Analysis of Wong Kar-Wai's <i>In the Mood for Love</i>
<b>Venue:</b>	Speakers Hall, NAPE 1
<b>Examination Committee:</b>	Chairperson: Doctor Peter Stilwell, University of Saint Joseph Examiner: Doctor Daniel Ribas, Instituto Politécnico de Bragança Supervisor: Doctor Carlos Sena Caires, University of Saint Joseph



	Member: Doctor Álvaro Barbosa, University of Saint Joseph Member: Doctor Tomé Quadros, University of Saint Joseph
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#### 4.4.2. PHD IN EDUCATION

<b>Candidate:</b>	<b>Tam Nga Ian</b>
Degree:	PhD in Education
Title of Examination:	A Rainforest Experience and its Impact on Chinese Students' Pro-Environmental Identity and Behaviour
Venue:	Small Auditorium – Green Campus
Examination Committee:	Chairperson: Doctor Maria Antónia Espadinha, University of Saint Joseph Examiner: Doctor Ng Shun-Wing, Education University of Hong Kong Supervisor: Doctor Peter Stilwell, University of Saint Joseph Member: Doctor Ana Maria Correia, University of Saint Joseph Member: Doctor David Gonçalves, University of Saint Joseph



## 4.5. Other Research

**Please provide the info of other Scientific Research and Academic Achievements  
(if not covered by the category listed in the info-sheet above):**

- Fr. Franz Gassner, SVD was invited to teach *Ethics* in Divine Word Institute on Mission Studies (DWIMS), Tagaytay City, Philippines, August, 2018.
- Fr. João Eleutério taught *Ecclesiology* at the Divine Word Seminary, Tagaytay City last January 23-February 13, 2018 and *Ecclesiologias contemporâneas* at UCP, Lisbon.
- Prof. Emeritus Fausto Gomez, OP, regularly teaches *Moral Theology* at the University of Santo Tomas, Manila.





## 5 – ACADEMIC EXCHANGE AND COOPERATION

### 5.1. International Cooperation and Relevant Issues

In the academic year 2017/2018 the University of Saint Joseph (USJ) continued to attach great importance in fostering the internationalisation of its activities and strengthening cooperation across cultural and geographical boundaries. USJ has been networking on a regional and international level, creating synergies with partner institutions to provide students and staff with the opportunities to obtain international experience, share expertise and learn about new cultures, whilst embodying the university's strategy in terms of internationalisation.

Promoting cooperation and exchange in a variety of academic areas has been the main objective. Projects included: exchange programmes for students and academic, technical and administrative staff; summer programmes; joint organisation of colloquia, seminars and conferences; research cooperation and exchange of scientific/pedagogic publications.

USJ has been cooperating with its partners through the exchange of faculty members – mostly, visiting professors and researchers – student exchange and the joint organisation of seminars and conferences.

During the academic year 2017/2018, USJ established new partnership with universities and industry stakeholders in Mainland China (Wuyi University, Wenzhou University, Gung Ho Space), in Brazil (Universidade Federal da Bahia), in France (Université Catholique de Lille), in Poland (Akademia Ignatianum W Krakowie, and John Paul II Catholic University of Lublin), in Portugal (University of Minho). It's not less important to mention that USJ renewed its existing Agreement of Cooperation with an institution in Taiwan (Fu Jen Catholic University).

*Detailed information is available in GAES-REAN08*

#### MARCH 21, 2018 – VICE RECTOR VINCENT YANG PARTICIPATED IN SYMPOSIUM ON THE 15TH ANNIVERSARY OF FORUM FOR ECONOMIC AND TRADE COOPERATION BETWEEN CHINA AND PORTUGUESE-SPEAKING COUNTRIES

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The Forum for Economic and Trade Cooperation between China and Portuguese-speaking Countries held a conference to celebrate its 15th anniversary in Macao. Some 200 senior

officials of the Central Government of China, the Macao government and governments of all Lusophone countries, leaders of business communities, representatives and experts of higher education, the legal profession and other industries attended this event. The symposium discussed four important topics, namely the origins and evolution of the Forum, its roles and contributions, priority areas and models of cooperation in its next phase of development and reform. Vice Rector Yang participated in the Forum on behalf of USJ and exchanged opinions with other delegates regarding cooperation in higher education and executive training in business.



#### JULY 9, 2018 – GUANGDONG, HONG KONG, MACAU ALLIANCE'S RECTORS' FORUM

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USJ Rector Prof. Fr. Peter Stilwell and Registrar Prof. Jenny Lao-Phillips attended the Guangdong, Hong Kong, Macau Alliance Rectors' Forum at the Sun Yat-sen University in Guangzhou. During the forum, Rectors from different universities in the Alliance discussed future collaboration in nurturing talents and technological innovation for the development of the Greater Bay Area.



## 5.2. Regional Cooperation

As in the previous academic years, USJ continued to expand its cooperation with higher education and professional institutions in the region by exchanging faculty members, researchers and students, as well as organising joint workshops and training.

The **Faculty of Creative Industries** (FCI) collaborated with Wuyi University in organising an innovation design workshop “Interactive Product Design for the Classroom, a New Education Framework”, as well as co-organising two events in Foshan:

- Guangdong (Foshan) Creative City Expo;
- 9th ‘Xingshi-Cup’ International Industrial Design Competition 2017.

The **Institute of Science and Environment** (ISE) was invited to engage in the Forum on Marine Science and Technology in Qingdao, organised by the National Science Foundation of China (NSFC) and the Macao Science and Technology Development Fund (FDCT).

The **School of Business** (SBU) participated in the Dean’s Cup Business Innovation Symposium, organised by the Entrepreneurship and Innovation Centre of the School of Business at Hong Kong Baptist University.

*Detailed information is available in GAES-REAN02*



It's important to underline that USJ has endeavoured to explore possible cooperation with Mainland China, Europe and Portuguese-speaking countries, considering these to be the areas in which the university can provide the most useful academic exchange for Macao, given USJ'S geographical and institutional background and in-house expertise.

### 5.3. Membership of International Organisations

In line with the current move in Macao to promote quality assurance in local HEIs, coordinated by GAES, we foresee that the assessment and accreditation of our programmes will strengthen USJ's relations with respective professional bodies and open new avenues of collaboration. Aligning our programmes with international standards will enhance the University's existing international profile, which is the niche it is called to occupy in Macao's higher education.

USJ continued its membership in numerous international organisations:

- International Federation of Catholic Universities (IFCU/FIUC),
- International Association of Universities (IAU),
- Association of Universities of Asia and Pacific (AUAP),
- Associação das Universidades de Língua Portuguesa (AULP),
- International Association of University Presidents (IAUP),
- Commission de institutions Universitaires Catholique de Philosophie (COMIUCAP),
- International Association of School of Social Work (IASSW).

*Detailed information is available in GAES-REAN03*



## 5.4. Internationalisation Initiatives

### 5.4.1. STUDENTS

One of the goals set by USJ is to provide opportunities for resident students to experience academic life abroad through exchange and summer programmes. USJ students can choose one of our partner institutions in which to complete part of their studies abroad through exchange programmes for up to one academic year. It is also relevant to mention that a significant number of students of our partner institutions elect USJ for their exchange programme abroad.

USJ students also participate in the summer programmes in Europe, America and Asia. Summer programmes offer a variety of challenging programmes, which form a complement to the student's current studies. It gives the student the opportunity to enhance the language ability, interpersonal skills and this is also a way to enjoy academic and residential life with a diverse group of students from the rest of the world without sacrificing on-campus life in USJ nor disturbing the normal study plan.

A selection of the initiatives that foster and enhance the internationalisation of the student's activities are presented below.

#### OCTOBER 13, 2017 – USJ SOCIAL GATHERING WITH INTERNATIONAL AND EXCHANGE STUDENTS

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Hosted by the Office for International Relations and Regional Cooperation (OIR) and Office for Student Affairs (OSA), with the support of Central Service Office (CSO), the first USJ Social Gathering Night was successfully organised on 13th October 2017 at the Residence Building of USJ Green Campus. The purpose of this event is to create an opportunity to build up connections and relationships between the international and incoming exchange students in the residence, and as well with colleagues of the offices that they have direct contacts. It aims at cultivating mutual understanding among the students and university staffs, as well as to serve as a welcome dinner for the new students and visiting professors in the residence.



NOVEMBER 9, 2017 – USJ SBU STUDENTS ATTEND EXTERNAL TALK BY UNITED NATIONS UNIVERSITY<sup>1</sup>

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USJ SBU students attended keynote hosted by the United Nations University - Institute of Computing Society and got the first-hand information from Professor Zvi Galil, Dean of the Georgia Institute of Technology College of Computing, about the first-of-its-kind program launched in January 2014 and has sparked a worldwide conversation about higher education in the 21st century.



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<sup>1</sup> Extracted from Dean’s Report 2017-2018 of School of Business (SBU).



APRIL 27, 2018 - USJ INTERNATIONAL CULTURAL FAIR AND LANGUAGES DAY 2018

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USJ launched its 2018 International Cultural Fair and Languages Day ceremony at the new Ilha Verde Campus. The new USJ senior management team, presided by Rector Prof. Fr Peter Stilwell and composed of Vice Rector Prof. Vincent Cheng Yang, Vice Rector Prof. Álvaro Barbosa, Administrator Lavena Cheong and Registrar Prof. Jenny Lao Phillips attended the ceremony together with the deans of faculties and nearly one thousand professors, staff, students and people from the local community. The event was prepared and organised by the university's Office for International Relations and Regional Cooperation, together with the Faculty of Humanities and the Office for Student Affairs, with generous sponsorship from the Macau Foundation and the Coca-Cola Company.

The event showcased the great diversities of cultures. USJ students, professors, staff and alumni from over 40 countries and regions showed their national costumes in a parade on campus, performed folk dance on the stage, set up cultural booths with typical gastronomy tasting. They fully demonstrated the unique features of internationalisation and multi-cultures of USJ.

Since the first USJ International Cultural Fair in 2010, the University has put up seven such annual events. The events aim to encourage USJ students and staff to learn more about other cultures in the world, at the same time, provides them with an opportunity to share and enjoy the features of cultures in their countries or regions. USJ students and staff come from over 50 different countries. This has prepared the ground for the success of the Cultural Fairs.

Additionally, this year the Cultural Fair was combined with the USJ Languages Day, which demonstrated the unique features of the English-Chinese-Portuguese trilingual learning environment of the university. According to its management, USJ is an international university which uses English as the means of instruction and internal communication, and requires all students to study Chinese and Portuguese.





MAY 3, 2018 – ETHNIC MINORITY CULTURE ON USJ CAMPUS 2018

Students from the Minzu University of China in Beijing and Tajen Univeristy of Taiwan visited University of Saint Joseph as part of the 2018 Ethnic Minority Culture Week, which is scheduled this year from May 2nd to May 9th 2018. The dele-

gation of students represented 10 different ethnic minorities from Mainland China and 5 ethnic minorities from Taiwan. The welcoming committee included USJ Rector Professor Peter Stilwell, Vice Rector Professor Vincent Yang and Registrar Professor Jenny Lao-Phillips, whom explained the long tradition of USJ in Macau and historical ties with Mainland China and Taiwan. In addition, Professor Alan Baxter, Dean of Faculty of Humanities extended his invitation for students to join us for their studies at USJ in the future.

Later, the students and staff of USJ performed a Chinese Dance and Portuguese Folk Dance respectively with the support of “SHANG AO” Education Centre and “Coração no Macau” to demonstrate that Macau is a special place where all cultures both local and international alike can coexist in harmony and thrive. The students also toured the various facilites of the univer- sity which included the Faculty of Creative Industries and participated in a class in the Faculty of Social Sciences.

MAY 31 – JUNE 4, 2018 – 2018 AAUSJ CHINESE CULTURAL EXCHANGE TOUR TO CHENGDU

The University of Saint Joseph Alumni Association (AAUSJ) delegation for the 2018 Chinese Cultural Exchange Tour, led by Vice Rector of University of Saint Joseph, Prof. Vincent Cheng Yang and Chairperson of AAUSJ Ms. Tang Cheng







Lin, paid a visit to the provincial capital of Sichuan, which is known as the “Land of Abundance”. The delegation had a total of 25 delegates, including Prof. Alan Baxter, Dean of Faculty of Humanities; Fr. João Eleutério, Professor in charge of USJ Library; Prof. Maria Antonia Espadinha, former vice-rector; Ms. Teresa Loong, Director of Office for Student Affairs; Mr. Chan Kuai Son and Mr. Kensho Nagata, Vice Chairmen of Alumni Association; Miss Tam Wai U, President and Mr. Gary Lao, Acting Chairperson of USJ Students’ Association and others.

Ms. Cen Jiayi, Deputy Director of the Department of Education and Youth Affairs of the Liaison Office of the Central People’s Government in the Macao Special Administrative accompanied the delegation and provided guidance during the tour.

The delegation visited the Bureau and Sichuan University, Southwest Minzu University (SMU) and Southwest Jiaotong University (SWJTU). During the entire visit, the delegation was accompanied by representatives of both the Liaison Office and the Education Bureau and was well received by the hosts. The delegates had meetings with officials, professors and students to explore possibilities of further exchanges and cooperation. The Education Bureau debriefed the delegates of recent development of higher education in Sichuan. The province now has a total of 119 universities, including 8 “double first class” ones, and a total of 12,000 overseas students, although only 38 of them are from Macau.

Sichuan University, a “Project 985 University”, hosted round table talks for the delegation to meet with professors and students from its business school, arts and news media school and school of foreign languages. The delegates deepened their understanding with the study, part time work and personal life of these participants. At SWJTU, the delegates were invited to tour the State Key Laboratory of Traction Power to further enhance their knowledge on China’s high-speed transportation technologies.

The delegates were interested to know that SMU, as a comprehensive university for the ethnic minorities, offers many programmes that match the faculties and programmes in USJ, such as business, education, architecture, environmental protection, communication and media and religious studies. These programmes can be collaborated with USJ in the future.

In addition, the delegation also toured some UNESCO world Heritage Sites, namely, Dujiangyan Irrigation System and Mount Qingcheng, the Chengdu Research Base of Giant Panda Breeding. The tour enriched both the knowledge of the history and recent development of China, management of the UNESCO World heritage Sites and Giant Panda breeding research for the participants.

## 5.4.2. FACULTY AND STAFF

To promote research and publication by the University's academic staff, at an international level, the Executive Council decided in 2013 to provide twenty-five days of annual research leave, available on request for all academic staff. This measure has been linked successfully to support the active participation of the academic staff in the international conference financially supported by GAES and funding for research projects from DFCT and Macao Foundation.

A selection of the initiatives is presented below.

### APRIL 17, 2018 - INCLUSIVE EDUCATION, SPORTS AND SOCIAL MEDIA<sup>2</sup>

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Professors from the School of Business co-organised the Inclusive Education, Sports and Social Media Conference with the Faculty of Social Sciences and the Faculty of Education at USJ's Ilha Verde Campus with over 200 participants.



### 2017/ 2018 - WUYI INNOVATION DESIGN WORKSHOP: "INTERACTIVE PRODUCT DESIGN FOR THE CLASSROOM, A NEW EDUCATIONAL FRAMEWORK"<sup>3</sup>

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Prof. Álvaro Barbosa (USJ) + Prof. Carlos Sena Caires (USJ) + Prof. Mohsen Jaafarnia (Hunan U.) + Prof. Vincent Ho (USJ) + Simon Huang (Hunan U.).

Divided into five weeks, with 6 hours of classes per day, this intensive workshop aimed to train students in designing new products for the classroom of the future. In the course of this

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<sup>2</sup> Extracted from Dean's Report 2017-2018 of School of Business (SBU).

<sup>3</sup> Extracted from Dean's Report 2017-2018 of Faculty of Creative Industries (FCI).



workshop, students were required to thoughtfully research, ideate, plan, prepare, produce and present their projects, making the decisions – regarding the concepts, materials, technologies, strategies, etc. – that best translated their final ideas. In today’s classroom educators need the flexibility to incorporate new information and ideas into their lessons when presenting, sharing and interacting with students that are increasingly active contributors. In the course of this workshop, students will be required to thoughtfully research, ideate, plan, prepare, produce and present their projects, making the decisions – regarding the concepts, materials, technologies, strategies, etc. – that best translate their final ideas.



#### JULY 2 - 4, 2018 – FORUM ON MARINE SCIENCE AND TECHNOLOGY<sup>4</sup>

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The Institute of Science and Environment (ISE) of USJ was invited to participate in a Forum on Marine Science and Technology organised by the National Science Foundation of China (NSFC) and the Macao Science and Technology Development Fund (FDCT) in Qingdao, China. Professor Ágata Dias gave an invited talk on “Deep-sea Hydrothermal Vents: Potential New Systems Hidden in the Oceans” and Professor David Gonçalves gave an invited talk on “A changing ocean: potential endocrine disruptive effects in fish behaviour”. The ISE Professors also visited the China National Deep-Sea Centre (NDSC).

Additionally, USJ encourage administrative staff involved with international issues to participate in staff training to develop the skills and also it gives a unique opportunity to find out more about internationalisation aspects towards Higher Education Institutions in a globalised world and it’s a great opportunity for networking and to benchmark and share best practices with colleagues from other institutions.

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<sup>4</sup> Extracted from Dean’s Report 2017-2018 of Institute of Science and Environment (ISE).

### MAY 7 - 10, 2018 – INTERNATIONAL STAFF TRAINING WEEK AT UNIVERSIDADE CATÓLICA DE PORTUGAL (UCP), PORTO

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Ms. Ana Paula Mota, Director of the Public and International Relations Office, has participated in the International Staff Training Week, which took place at the Porto and Braga campuses of *Universidade Católica Portuguesa*. The main theme was “Implementing Internationalisation in the 21st century”. It aimed at training International Offices’ Managers, Officers or anyone involved in the internationalisation processes at their Universities. The week was also a strong networking opportunity for all participants.



Participating in this international training opportunity was enriching. The training week discussions addressed the common challenges that most of the Higher Education Institutions are facing in “Implementing Internationalization in the 21st century”.

Several parallel sessions were available: international student integration/intercultural awareness, Crisis Communication – “What to do when things go wrong?” and benchmarking good practices in International Relations. The parallel sessions’ topics revealed to be very interesting and provided insights on how to benchmark USJ with good practices. However, it was not possible to participate in all the parallel sessions, due to time clashes. Nevertheless, the organiser shared a summary of the key points at the conclusion of the training.

This international training involved participants from 15 universities across 10 different countries around the world. The event is not only an opportunity to acquire new knowledge in the field of International Relations, but also to act as a networking platform and foster new cooperation.

### JULY 23 - 27, 2018 – INTERNATIONAL STAFF TRAINING WEEK AT THE UNIVERSITY OF PORTO (U.PORTO INTERWEEK)

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Mr. Brian Cheong, Officer of Public and International Relations Office, participated in the International Staff Training Week at the University of Porto (U.Porto InterWeek). It was open to



administrative staff from the field of International Cooperation. With an intensive programme focused in the expansion of cooperation through new tools and possibilities, this event offered an enriching international and intercultural learning experience and provided the opportunity to discuss interesting and important topics. The activities covered a range of issues through interactive group sessions, including workshops and short certificated training courses, among others.

U.Porto InterWeek involved participants from 27 universities across 20 different countries around the world. The event served not only as a chance to acquire new knowledge in the field of International Relations, but also as a networking platform to foster new cooperation.





### 5.4.3. INSTITUTIONAL VISITS

Within the scope of the internationalisation and networking project, USJ holds a number of meetings with guests (outgoing and incoming), delegation of partners and potential partners institutions with the Rectoral team and also the academic units and administrative offices also receive delegations.

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#### OUTGOING VISITS

##### NOVEMBER 2, 2017 – OSA VISITED THE OFFICE OF STUDENT AFFAIRS OF HONG KONG BAPTIST UNIVERSITY

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The Office of Student Affairs (OSA) of USJ had the opportunity to visit the Office of Student Affairs of Hong Kong Baptist University and the delegation was well received

by Prof Gordon Tang, Director of Student Affairs and Dr Stephen Mann, Assistant Director of Student Affairs, Head of Administration/Campus Life and Support Unit and his team. The delegation was delighted to learn their best practices and to exchange with them the valuable experiences.



##### JUNE 12, 2018 – USJ FACULTY OF CREATIVE INDUSTRIES MEETS WITH POLITECNICO DI MILANO

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USJ's Faculty of Creative Industries, represented by the Dean Prof. Carlos Sena Caires and the Acting Head of the Department of Architecture, Prof.

Nuno Soares, had a meeting at the Politecnico di Milano Rectorate with the aim to strengthen the links between the two universities in the fields of Architecture and Design.



The meeting was hosted by Prof. Marco Imperadori, the Delegate for International Relationship Far East Asia at the Politecnico di Milano, and the participants discussed ways to reinforce the collaboration ties between both universities through their International Mobility partnership, heralding new projects for the future with joint initiatives that could see more exchange students in both institutions as well as teaching collaborations.

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## INCOMING VISITS

Visits of delegations of partners, potential partners institutions and USJ friends



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### SEPTEMBER 14, 2017 - RECTOR OF JOHN PAUL II CATHOLIC UNIVERSITY OF LUBLIN

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Rev. Prof. Antoni Debinski, Rector of John Paul II Catholic University of Lublin, Poland, and his interpreter, Lecturer Mr. Jakub Kolodynski, visited the Green Campus of the University of Saint Joseph. They were warmly received by Fr. Peter Stilwell, Rector of USJ. Prof. Vincent C. Yang, Vice Rector, Prof. Alan Baxter, Dean of Faculty of Humanities, Prof. Ana Correia, Dean of School of Education, Fr. Dominique Tyl, Dean of Faculty of Social Sciences, Prof. Arnold Monera, Dean of Faculty of Religious Studies, and Ms. Paula Mota, Head of Office of International Relations and Regional Cooperation, participated in the meeting. John Paul II Catholic University of Lublin is a famous university of one hundred years of history. Pope John Paul II taught there for 25 years and published his philosophical works. The university also has an official Chinese Language Proficiency Test (HSK) Center. The hosts and guests discussed matters of cooperation and achieved a preliminary agreement to cooperate with each other. Rev. Prof. Antoni Debinski presented an HSK textbook to Fr. Peter Stilwell, which was published by his university.



### SEPTEMBER 15, 2017 - EXCHANGE GROUP OF A PROFESSOR AND STUDENTS FROM KUMAMOTO UNIVERSITY OF JAPAN

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A group of 15 students and a professor from Kumamoto University of Japan visited the Green Campus of USJ. They were warmly received by Prof. Vincent Yang, Vice Rector, Ms. Paula Mota, Head of Office of International Relations and Regional Cooperation, Ms. Teresa Loong, Director of Office of Student Affairs, Mr. Patrick Ma, President of USJ Student Association, and Ms. Katherine Hong, Chairperson of the USJ Student Association, and others. The Vice Rector introduced USJ as the successor of historical heritage of over 400 years of Catholic higher education in Macau, which started from the St. Paul's College and the St. Joseph Seminary in the 16th Century. He talked about the unique features of internationalized faculties and programs in USJ and answered questions raised by the visitors. Prof. Ye Lingling introduced Kumamoto University through a video show. At the end of the visit, Rector Fr. Peter Stilwell cordially met with the Japanese students and the professors.



### SEPTEMBER 25, 2017 - DELEGATION OF UNIVERSITY OF DAYTON<sup>5</sup>

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A delegation led by Dr. Weiping WANG, Associate Provost and Dean of the China Institute of University of Dayton, USA, visited USJ. Other delegates were Ms. Jia Jia Wei, Executive Director of the China Institute, and Dong Zhang, Assistant Executive Director of the China Institute. Prof. Vincent C. Yang, Vice Rector of USJ, welcomed the delegation and introduced USJ. During a visit, the delegates met with Dean Prof. Jose Alves, Prof. Michael Trimarchi and Prof. Ansoumane Douy Diakite from the USJ School of Business and Ms. Paula Mota, Head of the USJ Office of International Relations and Regional Cooperation. The host and guests had a productive discussion about developing closer cooperation between the two English speaking Catholic universities to serve the best interest of their students.

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<sup>5</sup> Extracted from Dean's Report 2017-2018 of School of Business (SBU).





OCTOBER 20, 2017 - DELEGATION OF ÉVORA UNIVERSITY

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Delegation of Évora University, Portugal, visited USJ. The two universities signed an agreement for cooperation in teaching, research and students exchange.



NOVEMBER 15, 2017 - DELEGATION OF CARITAS INSTITUTE OF HIGHER EDUCATION

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The President, Vice President and Board Members of Caritas Institute of Higher Education from Hong Kong visited USJ Green campus and Seminary campus, and discussed about potential collaboration in the area of social work and digital entertainment.



#### FEBRUARY 8, 2018 – DELEGATION FROM CITY UNIVERSITY

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A Delegation of the City University led by the Rector, Professor Shu Guang Zhang, visited the USJ and discussed about further collaboration.



#### FEBRUARY 12, 2018 – DELEGATION OF THE MACAO POLYTECHNIC INSTITUTE

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A high-level delegation of Macao Polytechnic Institute led by Prof. Lei Heong Iok, President of MPI, visited the University of Saint Joseph. Other delegates were Prof. Im Sio Kei, Vice President, Dr. Cheang Mio Han, Secretary General, Dr. Hsu Hsiu-Chu, Director of School of Arts, Prof. Carlos André, Head of Portuguese Language Teaching and Research Centre, Mr. Chiu Ka Wai, Head of General Administration Department, Mr. Leong Chi Kin, Chief of Division for Project Acquisition, and Ms. Chen Hui Kong, Library Director. The delegation was received by Rector Fr. Peter Stilwell, together with Prof. Maria Antónia Nicolau Espadinha, Vice Rector, Prof. Vincent Cheng Yang, Vice Rector, Ms. Lavena Cheong, Administrator, Prof. Alan Baxter, Dean of Faculty of Humanities, Prof. Álvaro Barbosa, Dean of Faculty of Creative Industries, Prof. José Alves, Dean of School of Business, Dr. Francisco Peixoto, Librarian, Mr. Anton Lo, Director of Admission Office. This was the first ever visit of MPI senior management paid to USJ. During the visit, the hosts and guests discussed possibilities of cooperation in teaching and research and shared their experience in conducting construction projects. The delegation toured the Green Campus of USJ.



APRIL 19, 2018 – DELEGATION OF DE LA SALLE UNIVERSITY

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Delegation of De La Salle University, led by their Chancellor Dr. Robert C. Roleda, visited USJ's Ilha Verde Campus and Saint Joseph Seminary campus. They had a brief meeting with USJ's Senior Management and Deans.





## 6 – SUPPORT FOR STAFF

### 6.1. Incentive for Academic Staff Research

The University allows all academic staff to take up to twenty-five (25) Macau working days for conference and/or research leave each academic year (i.e. from 01 September to 31 August). Academic staff must find sponsorship to fund research projects and attend seminars/conference/activities in Macao and abroad.

- Funding is possible for selected projects under USJ's yearly submission to Macao Foundation.
- GAES funds travel and accommodation for selected conference participation but restricted to once yearly support for any individual academic.
- Generous funding is also available from FDCT (Macao's Science and Technology Development Fund) for carefully assessed and approved projects in the fields of Science and Technology. This has benefited USJ's Institute for Science and Environment and Faculty of Creative Industries.

### 6.2. Staff Development

The University grants all administrative and teaching staff a 50% reduction in tuition fees in any of USJ's programmes, for themselves and their next of kin (spouse, children and parents), provided they meet the University's admission criteria.

*A Promotion and Rewards Procedure* was developed in 2015/2016 to provide equal opportunities for career advancement in all categories of jobs and units of the University. The procedure began to be implemented in 2016/2017.

Projects sponsored by the University:

- Frontline staff were encouraged to take a "Social English" course to improve their language skills for better customer service
- Staff from USJ Library visited libraries in Shanghai for exchange of knowledge and training.



## 6.3. Communication, Feedback and Assessment

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### USJ WEEKLY NEWSLETTER

To replace sporadic emails with information from individual departments, the Public Relations Office launched in April 2017 a *USJ Weekly Newsletter*, in digital format, which is circulated to all staff and friends of the University.

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### YEARLY ACADEMIC STAFF REPORT

By the end of each academic year, academic staff submit a yearly report to their Dean, and Deans submit their own report to the Rector, detailing teaching activity, research output, and service to USJ and to the wider community. The Dean (or Rector) adds comments and meets with the author of the report to discuss them.

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### CONFERENCE OR RESEARCH LEAVE REPORT

Academic staff who apply for Conference or Research Leave must submit a report to their Dean (or Dean to the Rector) after the leave, accompanied by a summary of the conference/research that is included in their personal file.

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### ADMINISTRATIVE STAFF APPRAISAL

Administrative staff are appraised at the end of each academic year. During the appraisal process, supervisors complete the appraisal form and schedule a performance appraisal meeting with each member of staff under their responsibility.



## 7 – STUDENT AFFAIRS

### 7.1. Student Education, Internship and Career Planning

The Internship and Career Office serves as a resource centre to prepare students adequately for their future professional life. Seminars and workshops took pace in 2017-2018. The Portfolio Programme and Internship Programme helped students decide their career interests, obtain work experience and prepare and plan for the future.

Our career counselling work for students is sought when an individual student needs confidential support and advice about areas of study and possible career movements, developments or changes. It provides an opportunity for students to discuss and discover opportunities in their career plans.

The counselling work assists with a wide range of students to improve their skills, passions, values and career motivations in better understanding their thoughts and feelings about work and education and how these can be enhanced. The counselling work involves:

- Becoming aware of students' career objectives
- Exploring students' skills and attributes
- Personal goal setting
- Resolving difficulties at work and study



## 7.1.1 Workshops and Seminars

In 2017-2018, the ICO organized a Job Fair (USJ Career Day), career workshops and seminars, cultural outings and company visits. Below is a summary of each project, in inverse chronological order.

**Project duration:** 3 May 2018

**Venue:** USJ Green Campus

**Participant:** 2 staff and 30 students

**Activity:** [Visit to DSEJ](#)

**Type:** Company visit

**Organizer:** USJ Internship and Career Office

**Description:** Visit by Professor Tchiang's Year 1 Bachelor of Education students to DSEJ, with a tour of the Centre for Educational Resources.

**Reference:** <https://www.flickr.com/photos/usjmacau/albums/72157695958240354>



**Project duration:** 14 April 2018

**Venue:** USJ Green Campus

**Participant:** 2 staff and 2 students

**Activity:** [USJ Open Day 2018](#)

**Type:** Open Day

**Organizer:** USJ Internship and Career Office

**Description:** USJ Open Day 2018 allowed general public and prospective students, plus their families and friends, to get to know the University of Saint Joseph, its courses, services, staff, current students and alumni. The Internship and Career Office participated by demonstrating the types of career and internship-related services we offer, as well as ways in which we aid students' personal and professional development, so that future students know what to expect from us should they apply to study at USJ.





**Reference:** <https://www.flickr.com/photos/usjmacau/albums/72157668263598658>

**Project duration:** 16 March 2018

**Venue:** USJ Green Campus

**Participant:** 6 staff, 250 students, 150 guests

**Activity:** [USJ Career Day 2018](#)

**Type:** Career/Job Fair

**Organizer:** USJ Internship and Career Office

**Description:** USJ Career Day 2018 allowed USJ students to explore internship and career opportunities, as well as to come in close contact with potential employers. Students had the chance to interact with 50 participating companies from various sectors, with a total of over 1200 employment opportunities.

**Reference:** <https://www.flickr.com/photos/usjmacau/albums/72157691510254642>



**Project duration:** 16 March 2018

**Venue:** USJ Green Campus

**Participant:** 2 staff and 35 students

**Activity:** [Labour Affairs Bureau \(DSAL\) Workshop](#)

**Type:** Workshop

**Organizer:** USJ Internship and Career Office

**Description:** For Career Day, Macau Government's Labour Affairs Bureau gave a workshop about job interviews where potential scenarios were shown via video.

**Reference:** <https://www.flickr.com/photos/usjmacau/albums/72157691510254642>







**Project duration:** 16 March 2018



CITIC Resources Holdings Limited  
中信資源控股有限公司

**Venue:** USJ Green Campus

**Participant:** 3 staff, 60 students and 1 guest

**Activity:** [CITIC Resources \(Indonesia Region\) Workshop](#)

**Type:** Workshop

**Organizer:** USJ Internship and Career Office

**Description:** For Career Day, CITIC Resources' Mr Tony Wong gave a workshop regarding how to deal with failure successfully.

**Reference:** <https://www.flickr.com/photos/usjmacau/albums/72157691510254642>

**Project duration:** 8 March 2018



**Venue:** USJ Green Campus

**Participant:** 1 staff, 40 students and 2 guests

**Activity:** [Fast Find Job Workshop](#)

**Type:** Workshop

**Organizer:** USJ Internship and Career Office

**Description:** Fast Find Job gave a workshop regarding "Job search basics and interview skills" to Professor Tudela's Year 4 Business Administration Students.

**Reference:** <https://www.flickr.com/photos/usjmacau/albums/72157666528941518>

**Project duration:** 8 March 2018



**Venue:** USJ Green Campus

**Participant:** 2 staff, 24 students and 3 guests

**Activity:** [JCHR Workshop](#)

**Type:** Workshop

**Organizer:** USJ Internship and Career Office



**Description:** JCHR's Ms Jacinta Ho gave a workshop regarding "Job search basics and interview skills" to Professor Tudela's Year 4 Business Administration Students.

**Reference:** <https://www.flickr.com/photos/usjmacau/albums/72157664460372597>

**Project duration:** 1 March 2018



**Venue:** USJ Green Campus

**Participant:** 1 staff, 30 students and 1 guest

**Activity:** [EvolutionHR Workshop](#)

**Type:** Workshop

**Organizer:** USJ Internship and Career Office

**Description:** EvolutionHR's Ms Bruna Pablo gave a workshop regarding networking skills to Professor Tudela's Year 4 Business Administration Students.

**Reference:** <https://www.flickr.com/photos/usjmacau/sets/72157693257095124>

**Project duration:** 15 December 2017



**Venue:** USJ Green Campus

**Participant:** 1 staff, 45 students and 3 guests

**Activity:** [Visit to Caritas](#)

**Type:** Company visit

**Organizer:** USJ Internship and Career Office

**Description:** Visit by Professor Diakite's Year 3 BA students to Caritas, with a presentation regarding social enterprising activities and a tour of the premises.

**Reference:** <https://www.flickr.com/photos/usjmacau/albums/72157663755085578>

**Project duration:** 29 November 2017



**Venue:** USJ Green Campus

**Participant:** 2 staff, 30 students

**Activity:** [Career Planning Seminar](#)



**Type:** Seminar

**Organizer:** USJ Internship and Career Office

**Description:** Seminar with a step-by-step approach of what USJ students can do in order to effectively and efficiently give direction to their careers.

**Reference:** <https://www.flickr.com/photos/usjmacau/albums/72157687891220182>

**Project duration:** 27 November 2017

**Venue:** USJ Green Campus

**Participant:** 1 staff, 30 students and 5 guests

**Activity:** [Visit to IPIM](#)

**Type:** Company visit

**Organizer:** USJ Internship and Career Office

**Description:** Professor Frota's Year 2 Business Administration students were given a guided tour of IPIM's Macao Business Support Centre, with a briefing on IPIM's role and how they evaluate their impact in Macau, as well as Macau's Trade Relations with foreign countries (namely Portuguese-speaking ones).

**Reference:** <https://www.flickr.com/photos/usjmacau/albums/72157688939309231>



**Project duration:** 21 November 2017

**Venue:** USJ Green Campus

**Participant:** 1 staff, 35 students and 2 guests

**Activity:** [MSS Recruitment Seminar](#)

**Type:** Seminar

**Organizer:** USJ Internship and Career Office

**Description:** MSS Recruitment's Jennifer Choi gave an insightful presentation regarding "Job Salary and Negotiation Techniques" to Professor Diakite's Year 4 Business Administration students.

**Reference:** <https://www.flickr.com/photos/usjmacau/albums/72157690855920446>





**Project duration:** 15 November 2017



**Venue:** USJ Green Campus

**Participant:** 1 staff and 30 students

**Activity:** [Getting Started on LinkedIn Workshop](#)

**Type:** Workshop

**Organizer:** USJ Internship and Career Office

**Description:** Workshop with a step-by-step approach to getting started on LinkedIn, an essential social media platform for students and professionals.

**Reference:** <https://www.flickr.com/photos/usjmacau/albums/72157688548388291>

**Project duration:** 4 November 2017



**Venue:** USJ Green Campus

**Participant:** 2 staff and 15 students

**Activity:** [Grand Gathering of Auto, Yacht and Aviation Exhibition](#)

**Type:** Exhibition

**Organizer:** Nam Kwong (Group) Company Limited

**Description:** ICO accompanied students to the 2017 China (Macau) International Automobile Exposition, at the Cotai EXPO (The Venetian Hotel). Last year's event covered an area of 65,000 square meters, with 100 famous auto brands and relevant companies, representative organizations and industrial alliances from 20 countries and regions. Additionally, 14 professional auto forums and over 30 public vehicle culture-themed activities were held during this period.

**Reference:** <https://www.flickr.com/photos/usjmacau/sets/72157690350167046>

**Project duration:** 21 October 2017



**Venue:** USJ Green Campus

**Participant:** 2 staff and 25 students

**Activity:** [Open Day of the Macau Government Headquarters](#)



Type: Tour

**Organizer:** USJ Internship and Career Office

**Description:** ICO accompanied students to a tour of the Government Headquarters, where students were able to get to know better the iconic Macau landmark that is usually closed to public.

**Reference:** <https://www.flickr.com/photos/usjmacau/albums/72157687516960851>

### 7.2.1. SCHOLARSHIPS AWARDED BY USJ

Scholarship awards are an investment in the human development of Macau. The intention underlying USJ's scholarships is to provide support for young people from low income families. The Scholarship programme commenced from 2006. In 2017, USJ awarded a total of MOP 1,244,500 in scholarships to 31 students, out of which MOP 1,183,500 was for students of the Bachelor in Christian Studies programme.

### 7.2.2. SCHOLARSHIP AND FELLOWSHIP AWARDED BY THE COMMUNITY

In 2017 USJ Scholarship and Fellowship Award Ceremony, 34 students with outstanding academic performance were awarded USJ Community Scholarships, a total of Mop 359,000 was donated by **14** prominent local institutions and individuals while 23 students with students with financial need were awarded USJ Community fellowships with a total of Mop 290,000 was donated by **8** prominent local institutions and individuals.

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#### SCHOLARSHIP APPLICATION AND SELECTION

Recipients must be regular active students with no outstanding balance in current academic year. Recipients must be regular full-time students in the former year with no retake modules due to failure and their minimum GPA must be at least 15/20.

It is not necessary for students to apply for USJ Community scholarships and the University of Saint Joseph Scholarships Committee selects the recipients according to the values and purposes defined by the donors with the confirmation of the programme coordinators. Please refer to the USJ Community Scholarships List to check the criteria defined by the donors.



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## FELLOWSHIP APPLICATION AND SELECTION

Applications are accepted at the beginning of the first semester of each academic year. All USJ students who have a cumulative GPA of 14/20 or above and meet the requirements set by the donors are eligible to apply. Interested students submit all the required documents by the end of the official application period. The USJ Community Scholarships and Fellowships Committee then decides on the result based on the academic merit and the financial situation of the applicants. A selected number of qualified applicants are invited for interviews. Results are announced in October.

### 7.2.3. SCHOLARSHIPS AND FELLOWSHIPS AWARD CEREMONY

University of Saint Joseph held its 2017 Community Scholarships and Fellowships Award Ceremony at the Small Auditorium of USJ's Green Campus, Ilha Verde, on 13th December, 2017. Fifty-four undergraduate students received a total of **34 scholarships and 23 Fellowships** donated by different organizations and individuals which amounts to **MOP 698,500**.

More than 19 representatives from USJ's Community Scholarships and Fellowships donors were present at the ceremony.

The USJ's Community Scholarships and Fellowships Award Ceremony takes place each year to encourage and support students with outstanding academic performance or those with financial difficulties.





## 7.3. Student Complaint Mechanism

### 7.3.1. SETTLEMENT OF COMPLAINTS AND DISPUTES

To safeguard a decent and friendly working environment and promote mutual respect and co-operation among all staff and students, the University of Saint Joseph has introduced the following Rules on Filing and Settlement of Complaints and Disputes.

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#### 1. BASIC PRINCIPLES

1.1. Application of the Rules. These Rules provide the general guidelines for the filing and handling of complaints and disputes between staff members and/or students of the University that are not governed by the Anti-Discrimination and Anti-Harassment Policy and other special policies of the University.

1.2. The right to file complaints and disputes. Any individual who is a staff member or student of the University has the right to file a complaint of any misconduct and to file a dispute on an action of another staff member or student if he or she has a reasonable ground to believe that the misconduct or action is an infringement of his or her rights or a violation of the laws of Macau, regulations of the University or the generally recognised basic standards of ethics in a civilised society.

1.3. Complaint/dispute settlement. Everyone should understand that the University provides a variety of informal mechanisms of dispute resolutions and grievance settlement including private counselling, peer consultation, mediation and reconciliation. Filing a formal complaint or dispute may start a lengthy formal process of investigation within the University, and so should be used only when other solutions have failed or been deemed inappropriate.

1.4. Lawfulness, fairness and efficiency. The University's procedures for the handling and settlement of complaints and disputes must be lawful, fair and efficient. The University and all parties involved shall abide by the laws of Macau as well as the University's regulations and policies and respect the terms of reference in any contract. The procedures shall be fair to both parties and the stakeholders of the University. A dispute shall be settled in an efficient way without undue delay and causing the least possible damage to the friendly working environment and the best interests of the parties involved.

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#### 2. FILING OF COMPLAINT AND DISPUTE

2.1. Initial consultation. It is highly recommended that anyone who plans to file a complaint or dispute first consult his or her superior, the head of the relevant office, the dean, or a member of the Executive Council of the University. This informal consultation shall be private and confidential



unless reporting to the employer or disclosure to the public authorities is specifically required by a contract or written policy of the University or the law of Macau.

2.2. Formal complaint or dispute. Anyone who decides to file a formal complaint of misconduct or a dispute on an action of another person shall submit a written statement to an Officer of the University. This Officer may be the supervisor or superior of the complainant, the head of the relevant office, the dean, a member of the Executive Council, or the Rector of the University. The submission can be done by registered mail or in person.

2.3. Limitation. The complaint or dispute should be filed promptly and no later than within 3 months of the last incident of perceived misconduct or wrongful action, unless there are extraordinary circumstances that prevented the complainant from doing so. Such circumstances should also be specifically explained in the complaint or dispute statement.

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### **3. THE ESSENTIAL ELEMENTS OF COMPLAINT OR DISPUTE STATEMENT.**

The written complaint or dispute statement should state:

- (1) Basic information of the complainant, including his/her full name, age, gender, status in or relation with USJ, telephone number, email address, USJ student number or official identity card number. An anonymous report is not considered as a complaint or dispute.
- (2) Basic information of the opposing party, including his/her name, status in or relation with USJ, and any other information that can help to identify this person.
- (3) Description of the misconduct or wrongful action, including the date and time, location, the behaviour, sequence of events, harm and consequences.
- (4) Description of evidence, such as witnesses of the incident, documents and emails. Available documentary evidence and written testimonies shall be submitted as attachments to the complaint or dispute.
- (5) Request of corrective action or protection.
- (6) Consent to the disclosure of the complaint or dispute both to the accused person and the relevant persons to be contacted by the University.
- (7) Signature of complainant on every page of the written statement.
- (8) The date when the complaint or dispute is filed.





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#### 4. COMPLAINT/DISPUTE RESOLUTION PROCESS

4.1. Informal intervention. The Officer who receives the complaint shall assess the situation and consider an informal intervention, which may be in the form of discussion and mediation. However, the parties may refuse to accept this informal intervention and demand the initiation of formal intervention by a Complaint/Dispute Resolution Committee.

4.2. Report and transfer of documents. If the informal intervention fails to reach an agreement or is rejected by either one of the parties involved, the Officer shall immediately report to the Rector in writing and transfer all the relevant documents to the Rector's Office.

4.3. The Rector shall set up a Committee of three members to review the submission and launch an investigation of the Case.

4.4. Notice to the other party. The Committee shall notify the opposing party in writing that a Case has been filed against him or her. The notification will also state the name of the complainant and the issue of the Case with an attachment of a copy of the complaint or dispute statement.

4.5. The hearing. The Committee shall conduct a close-door hearing of the Case. Both parties shall attend the hearing and answer questions raised by the other party and the Committee members. The Committee may interview the witnesses, demand documents from relevant offices or individuals in the University, and conduct further investigation and additional hearings. All relevant offices and individuals shall provide assistance to the Committee.

4.6. Burden of proof. The burden of proof is always with the party who claims a fact or initiates an action against the other party. If the party fails to prove the fact or justify the action, he or she shall lose the case.

4.7. The Decision. The Committee shall make a written decision on the Case based on the majority opinion, within one month after the completion of the hearing(s). This decision is final.

4.8. Corrective actions. The Decision shall include corrective actions. If a disciplinary action is desirable, the Committee shall make a recommendation to the Rector, who shall make a decision in writing within one month after the recommendation is made.

5. Confidentiality. All parties should respect a reasonably level of confidentiality of all other parties involved and in the process. The discussion of a complaint or dispute shall be limited to those that need to know.

6. False complaint and information. The complainant should understand that it is a violation of ethics and/or law to file a false complaint or provide false information. Such wrongdoings will also be subject to investigation and appropriate disciplinary actions.

7. Legal remedies. Anyone who believes an incident of misconduct or wrongful action has violated the law of Macau may seek legal remedies in a court of law, with or without filing a complaint or dispute to the university. It is helpful if he or she notifies the university.



8. Report of crime. Anyone who believes he or she has become a victim of crime because of an incident of misconduct should report it to the police in Macau, with or without filing a complaint to the university. It is helpful if he or she notifies the university.

The right to interpret the provisions hereof rests with the Executive Council of the university.

Approved by: The Executive Council of University of Saint Joseph on April 28, 2015

### **7.3.2 GRADE REVIEW APPEAL PROCESS**

As many student complaints are appeals about grades, USJ has designed a Grade Review Appeal Process, detailed procedures of which are included in the Student Handbook.

Students have the right to make a grade review appeal request in writing, addresses to the Registrar. After receiving a grade appeal request, a committee of three members will be appointed by the respective dean to review the grade. Simultaneously, a report regarding the grade will be requested from the teacher who awarded the grade, due within a maximum of two weeks. The committee will then review the teacher's report and interview him/her (if required). The committee must call a hearing, or reply to the appeal, within ten working days of receiving the report from the teacher. If any member of the committee considers that the allegations warrant a hearing, the student will be called. Otherwise, the student will be informed of the outcome. The grade will be updated and, if the outcome is positive, the student may claim back the fee paid for the appeal process.

### **7.3.3 ANTI-DISCRIMINATION AND ANTI-HARASSMENT POLICY**

To foster an environment of respect for equal rights and human dignity, the University of Saint Joseph has introduced this Anti-Discrimination and Anti-Harassment Policy after consultation with the Academic Council and approval by the Executive Council.

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#### **1. POLICY STATEMENT**

University of Saint Joseph is committed to the implementation of the constitutional principle of equality under Article 25 of the Basic Law of Macau Special Administrative Region. All faculties, staff, and students of the university are responsible for maintaining a positive learning and working environment. Discrimination and harassment are strictly prohibited. Complaints of alleged discrimination or harassment shall be subject to effective investigation. Individuals



who violate this Policy because of discriminative or harassing conduct, or filing false complaints, shall be subjected to corrective action.

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## 2. DEFINITIONS

2.1. **DISCRIMINATION:** Discrimination means unreasonably treating an individual or group of individuals differently based on nationality, race, gender, age, religion, political or ideological belief, education or cultural background, wealth, social status or any other category defined by the law.

2.2. **HARASSMENT:** Harassment means verbal or physical discriminatory conduct by an individual that is so severe or persistent that it causes a serious impact on the ability of the victim to participate in or benefit from the university's educational and/or employment opportunities, programmes or activities. Harassment includes sexual harassment, bullying, stalking and other wrongdoings of the same nature. These wrongdoings can occur during or after school hours, on campus or in a neighbourhood, face-to-face or on the internet, through social media or by other means.

2.3. **SEXUAL HARASSMENT:** Sexual harassment refers to unwelcome sexual advances, requests for sexual favours, and other verbal or physical conduct of a sexual nature when:

- Submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment or academic experience; or
- Submission to or rejection of such conduct is used as a basis for adjustment of salary, or other benefit changes affecting an employee, or academic decisions affecting a student; or
- Such conduct creates an intimidating, hostile, or offensive working/learning environment.

Sexual harassment does not refer to occasional compliments of a socially acceptable nature.

2.4. **BULLYING:** Bullying is intentional, repetitive and/or aggressive behaviour that can take the form of physical or verbal harassment and involves a real or perceived imbalance of power. Bullying behaviour can include insulting, attacking, taunting, humiliating or embarrassing someone in public, spreading rumours, and so on.

2.5. **STALKING:** Stalking is intentional, repetitive and/or aggressive pursuit, following, which causes serious interference with the peace and/or safety of another person.

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## 3. PROCEDURES

3.1. **Reporting:** Anyone who believes that he or she experienced or witnessed an incident of discrimination or harassment shall promptly file a written complaint to the University in English or one of the official languages of the Macau SAR.



- (1) Anyone who intends to file a complaint shall complete the Discrimination and/or Harassment Reporting Form (See Annex) and deliver it in a sealed envelopment to the Central Services Office (CSO) of the University in person or by registered mail. Available documentary evidence and written testimonies shall be submitted as attachments to the Form in the same envelop. Anyone may obtain the Form at the front counter of CSO or download it from the website of the University.
- (2) If the complainant decides not to use the Form, he or she shall provide the same information that is required in the Form and deliver the signed written complaint together with the available evidence in a sealed envelope to the CSO in person or by registered mail. An anonymous report is not considered as a complaint.
- (3) The staff of CSO who receives the complaint at the front counter or in the mail shall date and sign the envelop and deliver it to the Rector's Office within 1 working day. The staff should not read the content of the complaint and should handle the submission as a confidential matter. The Rector's Office shall bring the complaint to the attention of the Rector or the Vice Rector responsible within 4 working days after receiving it.
- (4) The complaint should be made no later than within 3 months of the last incident of perceived discrimination or harassment, unless there are extraordinary circumstances that prevented the complainant from doing so. Such circumstances should also be specifically explained in the complaint.
- (5) The complainant should understand that whoever receives the complaint on behalf of the university will pass it on to the Rector or Vice Rector responsible within 5 working days after the complaint is filed. The complainant will receive a written notice of the preliminary decision of the Rector or Vice Rector responsible from the Rector's Office within 15 working days (or in due course).
- (6) The complainant should understand that the university will notify the accused person in writing that a complaint has been filed. The notification will also provide the name of the complainant and details of the allegations. The University shall not disclose the complainant's Macau Resident Identity Card number, passport number, residential address and private telephone number to the accused person.

3.2. THE RECTOR or Vice Rector responsible shall, within 5 working days after receiving a complaint, request an officer of the university to conduct a preliminary review of the complaint and determine if there is legitimate ground to set up an Investigative Committee. The preliminary review shall be completed within 5 working days. If it is necessary to seek legal advice, the preliminary review shall be completed within 10 working days. The Rector's Office shall serve a written notice of the preliminary decision of Rector or Vice Rector responsible to the complainant in due course.

The officer in charge of the preliminary review, upon completing the preliminary review, may also propose to the Rector or Vice Rector responsible to arrange University presided meetings between the two parties for the purpose of reconciliation, if both parties fully agree to have these meetings. Such meetings shall start within 5 working days after the preliminary review



is completed and end within 15 working days after they start. The written agreement of reconciliation reached by the parties and presided by the university is binding to both parties. When the parties fail to reach an agreement of reconciliation, the university shall launch the investigation of the complaint immediately.

3.3. **PRIVACY AND CONFIDENTIALITY:** To the extent possible, the university will protect the privacy and confidentiality of all parties. In principle, all records of the complaint, investigation and decision shall be kept confidential. It may become necessary, however, to disclose information during or after the course of an investigation.

3.4. **INVESTIGATION:** The Committee shall conduct a prompt, thorough and neutral investigation of any complaint. The Committee shall hear from both the complainant and the respondent, interview the witnesses, and review the evidence. The burden of proof is on the shoulder of the complainant.

During the investigation, both parties may request university presided reconciliation. The Committee shall consider this proposal and decide whether or not to approve it based on the nature of the complaint filed, facts found and evidence collected. The written agreement of reconciliation reached by the parties and presided by the university is binding to both parties.

3.5. **FALSE COMPLAINT AND FALSE INFORMATION:** It is a violation of this Policy when a person knowingly or recklessly alleges a false complaint of discrimination or harassment or provides false information during the course of an investigation. The victim of a false complaint may file a counter-complaint. False complaints and false information shall be subject to investigation by the Committee.

3.6. **DETERMINATION AND CORRECTIVE ACTION:** The Committee shall deliver a written report on whether or not there is a violation of this policy within 60 days from having received the complaint, absent extenuating circumstances. The report shall describe (1) the complaint received, (2) the investigative process, (3) the evidence, (4) the findings of the investigation, and (5) if it is determined that there is a violation, the corrective action(s). Appropriate corrective actions may range from verbal or written reprimands, suspensions, dismissal or termination of contract, in accordance with established USJ student and staff regulations. The Committee may also recommend preventive measures to the university.

3.7. **APPEAL:** If an individual disagrees with the decision made by the Committee, he or she may file a written appeal within 30 days after receiving the decision, together with the relevant



documents and evidence if any, to the Executive Council of the university. The Executive Council shall review the case and deliver a decision within 60 days from the receipt of the appeal.

3.8. LEGAL REMEDY: Everyone has the right to seek the appropriate legal remedies in a court of law.

3.8.1. CRIMINAL OFFENCE: Incidents of the nature of criminal offence shall be reported to the police department. The emergency number to contact the police is (853) 999 or (853) 28577577.

3.8.2. After the complainant reports the incident to the police or starts legal proceedings, the university shall suspend its investigation immediately. Upon completion of the police intervention or the legal proceedings, the university may decide, given the results of the police intervention or the legal proceedings, whether or not to resume the investigation and take a corrective action.

The right to interpret the provisions hereof rests with the Executive Council of the university.

Effective Date: February 3, 2015

Approval: The original Policy was approved by the Executive Council of University of Saint Joseph on February 3, 2015, and this revised Policy is approved by the Executive Council of University of Saint Joseph on January 17, 2017.

#### Annex : Discrimination and/or Harassment Reporting Form

##### 反歧視和反騷擾政策

為維護尊重平等權利和人類尊嚴的環境，經教務委員會商議及理事會批准，聖若瑟大學茲發佈本項反歧視和反騷擾政策。

##### 1.政策陳述

聖若瑟大學致力於貫徹澳門特別行政區基本法第 25 條規定之平等這一憲法性原則。本校所有的教師、員工和學生都有責任維護積極的學習和工作環境。嚴禁任何歧視和騷擾。凡是



關於被認為是歧視和騷擾的投訴均應當受到有效的調查。任何因歧視或騷擾行為或虛假投訴而違反本項政策的個人均應當受到糾正處分。

## 2. 定義

2.1. 歧視：歧視是指基於國籍、種族、性別、宗教、政治或意識形態的信仰、教育或文化背景、財富、社會地位或法律規定的其他類別不合理地差別對待任何個人或群體。

2.2. 騷擾：騷擾是指某個人的歧視性的言行具有嚴重性或持續性，以致對被害人參與或受益於本校的教育及/或就業機會、課程或活動的能力造成了嚴重的影響。騷擾包括性騷擾、霸凌、尾隨或其他性質相同的不當行為。這些不當行為的發生可在上課時或課後，在校園內或社區中，當面或通過互聯網，經由社交平臺或其他方式。

2.3. 性騷擾：性騷擾是指在以下情況下發生的不受歡迎的性挑逗、性要求及其他具有性的性質的言行：

- 明示或暗示地以他人的就業或學業為條件要求其接受以上行為；或者
- 將接受或拒絕上述行為作為影響任何雇員的工資變動、福利改變或對學生有影響的學術決定的基礎；或者
- 上述行為造成了一種具有威脅性、敵意的或冒犯性的工作/學習環境。

性騷擾不是指被社會所認可的、一定場合中的恭維致意行為。

2.4. 霸凌：霸凌是指故意的、反復的及/或攻擊性的行為，它可表現為身體或口頭的騷擾並包含實際或被認為的權力上的不對稱。霸凌行為可包括侮辱、攻擊、嘲弄、公然羞辱他人、傳播謠言等等。

2.5. 尾隨：尾隨是指故意、反復及/或攻擊性的追擊、跟蹤，並導致對他人的安定及/或安全造成嚴重幹擾。

## 3. 程序



3.1. 舉報：任何認為經歷或目睹了歧視或騷擾的人應當使用英文或澳門特別行政區的官方語言之一迅速地向大學提出書面投訴。

1. 任何有意提出投訴的人應當填寫《歧視及/或騷擾事件投訴表》（見附件）並親自或以掛號信方式將置於封口的信封中的表格送交本校校務部。現有證據應當作為附件一併送交。任何人均可以在校務部前臺或從本校網站下載獲得此表。
2. 如果投訴人決定不使用此表，他或她應當提供此表要求的同類資訊並親自或以掛號信方式將置於封口的信封中的書面投訴連同現有證據送交校務部。匿名報告不被視為投訴。
3. 在前臺或者從郵件中接收到表格或投訴的校務部職員應當在收到表格或投訴時在信封上面注明收到日期並簽名，然後，於一個工作日之內送交校長辦公室。該職員不得閱讀投訴的內容，而且，應當將接受投訴視為保密事務。校長辦公室應當在收到後四個工作日內向校長或分管副校長報告投訴。
4. 投訴應當於最後發生的歧視或騷擾事件發生後的 3 個月內提出。若受異常因素影響而導致延誤投訴，應當在投訴中提供具體解釋。
5. 投訴人應當知悉投訴提交後將在 5 個工作日內被轉交給校長或分管副校長，投訴人將在 15 個工作日之內（或適當的時候）收到由校長辦公室發出的一份書面通知告知校長或分管副校長的初步決定。
6. 投訴人應當知悉大學將以書面通知被投訴人有人針對他或她提出了投訴。該通知將提供投訴人的姓名和指控的細節。大學不得向被投訴人披露投訴人的澳門居民身份證號碼，護照號碼，住所地址和私人電話號碼。

3.2. 校長或分管副校長在收到投訴後的 5 個工作日之內指定大學的一位主管人員對投訴進行初步審查以確定有無設立調查委員會的正當理由。初審應當在 5 個工作日之內完成。如果需要徵求法律意見，初審可延至 10 個工作日完成。校長辦公室應當在適當的時候將校長或分管副校長對投訴的初步決定以書面通知投訴人。





負責初步審查的主管人員也可以在審查結束時向校長或分管副校長建議，在當事人雙方同意的條件下，由大學主持安排當事人雙方會談，進行和解。會談應當在初審完成後 5 個工作日內開始，在開始後 15 個工作日內結束。在大學主持下當事人達成的書面和解協議對各方具有約束力。對未能達成和解協定的投訴，大學應當立即啟動調查程序。

3.3. 隱私和保密：大學將盡可能保護所有各方的隱私和秘密。原則上，關於投訴、調查和決定的所有記錄都應當保密。但是，在調查期間或調查之後也有可能必須披露資訊。

3.4. 調查：委員會應當對任何投訴進行迅速、徹底和中立的調查。委員會應當聽取投訴人和被投訴人的意見，召見證人，並審查證據。舉證責任由投訴人承擔。

在調查期間，當事人雙方也可以要求在大學主持下進行和解。委員會應當考慮這一建議，並根據投訴的性質和已經查明的事實及收集的證據決定是否批准其建議。在大學主持下當事人達成的書面和解協議對各方具有約束力。

3.5. 虛假投訴和虛假資訊：任何人故意或魯莽地提出關於歧視或騷擾的虛假投訴或在調查過程中提供虛假資訊均屬於違反本項政策。虛假投訴的被害人可以提出反訴。虛假投訴和虛假資訊應當受到委員會的調查。

3.6. 決定和糾正處分：委員會應當在其收到投訴之後的 60 天內提出報告，確定是否發生了違反本項政策的行為。這份報告應當描述的內容是（1）收到的投訴，（2）調查過程，（3）證據，（4）調查的發現，以及（5），如果確定有違反政策的行為，糾正處分（一種或一種以上）。適當的糾正處分可以包括依據聖若瑟大學的學生和職員規章予以口頭或書面的批評，暫時中止，除名或終止合約。委員會也可以向大學建議採取預防性的措施。



3.7. 上訴：任何人如對委員會的決定持有異議，均可於收到決定之日起 30 天內向大學理事會提出書面上訴，並一同遞交相關檔和證據。理事會應當在收到上訴後的 60 天內完成對案件的審查並作出決定。

3.8. 法律救濟：人人有權向法庭尋求適當的法律救濟。

3.8.1. 刑事犯罪：對屬於刑事犯罪性質的事件應當報警。警方的緊急聯絡電話號碼是 ( 853 ) 999 或 ( 853 ) 28577577。

3.8.2. 在當事人報警或啟動法律程序後，大學的調查應當立即停止。在警方處置或法律程序結束後，大學可視警方處置或法律程序的結果決定是否重啟調查並給予糾正處分。

上述規定的解釋權歸大學理事會。

生效日：2015 年 2 月 3 日

批准：聖若瑟大學理事會於 2015 年 2 月 3 日批准本項政策，於 2017 年 1 月 17 日批准政策修訂版

附件: 歧視及/或騷擾事件投訴表



## 7.4 Student Activities

In 2017-2018 academic year, funding was allocated to develop the needed services and activities for the university community, among them is the peer tutoring, the orientation and immersion activities to the incoming students, the workshops and visits for the Student Whole Person Development, the opportunities for students and colleagues to attend international conference, exchange and training, etc. We continue to recruit coaches and rent the out-campus facilities for the clubs to have regular trainings due to the damage of Typhoon Hato to the Ilha Verde Campus. This enriches the student life as well as cultivates the sense of belonging of the students to the university.

### 7.4.1. USJ STUDENTS' ASSOCIATION (USJSA)

Mission of USJSA

1. To advance the academic excellence and enhance the competitiveness of the students;
2. To increase students' sense of belonging to the University and summon their spirit of patriotism and their love of Macao;
3. To act as a bridge between the student body and the University authority and create a harmonious atmosphere at the University;
4. To foster a spirit of unity among students and encourage them to contribute their best to society.
5. To promote the welfare and protect the rights of the student body;
6. To cultivate good cooperative relations with organizations inside and outside the University.

USJSA has been actively acting as a bridge between the university and the students as well as the ambassadors of the university to the local youth organization. The current Students' Association has its term of 2 years and the Election was held on 5 December 2017 and its members of its management bodies were installed on 28 February, 2018 in the Dom Bosco Auditorium of USJ's Ilha Verde Campus.



### 7.4.2 STUDENT ACTIVITIES

In 2017-2018, the Students' Association has continued to apply funding from GAES in subsidizing student activities. Mop 59,800 (first semester) and 36,900 (second semester) were granted. Among the 10 sponsored activities, 9 were organized. The university also received a subsidy from the Macau Foundation and other community donors to organize various types of activity to enrich the university life of the students.

### 7.4.3. STUDENT ADAPTATION (INCOMING STUDENTS SERVICE)

To integrate the freshmen, International and Exchange students into the student life, we have coordinated a series of orientation sessions for different audiences and buddy mentors were recruited as volunteers to assist them.

#### USJ ORIENTATION FOR YEAR 1 STUDENTS

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**Project duration:** 16 Sep 2017

**Venue:** USJ Ilha Verde Campuses

**Participants:** 100 students, 40 student volunteers

**Description:**

USJ Orientation Day was held on 16th September, 2017. A welcome speech was delivered to the Year 1 students by the Vice-Rector Prof. Maria Espadinha. Ms. Teresa Loong, Director of Office for Student Affairs, introduced series of new activities in the coming weeks while a few student representatives shared their experiences at USJ and learning experiences outside Macau. Moreover, our Rector, Prof. Peter Stilwell also delivered a speech. New students participated in the event and make themselves familiar with the USJ new campus and its surroundings. The orientation ended with a welcome dinner with the EC members, Faculty Deans and programme coordinators. It was a great opportunity for new students to mingle with the USJ community. We appreciated the group of 40 volunteer students who worked for the success of this event.

**USJ ORIENTATION FOR INTERNATIONAL AND EXCHANGE STUDENTS**

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**Project duration :** 17 September 2017

**Venue:** USJ Ilha Verde Campus

**Participants:** 60 participants, 20 student volunteers

**Description:**

An orientation for Exchange students and International students was happened on 17th September, 2017. This event was jointly organized with the Office for International Relations and Regional Cooperation (now renamed as Public and International Relations Office) and our

Vice-Rector Prof. Vincent Yang for delivering a welcoming speech to the participants. International students were given some practical tips for living in Macau and they were invited to a tour around the campus and a lunch gathering with other international students. They were also escorted by our volunteers to know more about the neighbourhood around campus. The orientation was informative and fun.



#### 7.4.4. BUDDY SYSTEM

The purpose of the buddy programme is to assist international undergraduates and incoming exchange students with integration into USJ student life. Buddy mentors (students) were recruited on a volunteer basis. The buddy gets the opportunity to practice a foreign language, gets acquainted with different cultures and gets involved in the international community.

In 2017-2018, several social activities were organized to foster the sense of community at USJ. The year ended with the Buddy Leadership Camp, in which team building was fostered among the buddy mentors and they were encouraged to help guide incoming students in the upcoming academic year.



## PEER TUTORING PROGRAMME

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**Project duration:** 01 November 2017- 25 May 2018

**Venue:** University of Saint Joseph

**Participants:** 15 Tutees & 5 Tutors

Description:

This Peer Tutoring Programme matches current Students who are having academic difficulties with trained students for one-to-one tutoring. The peer Tutoring Program is designed to help students with course specific difficulties. This service is offered to all USJ students.

We have also allocated a majority of the funding in this project to the Peer Tutoring. Recommended by the pre-accreditation consultant, this service is very important for our students and it is highly recommended to carry on with the service. Due to budget constraints, the peer tutoring system only focused on students in the Faculty of Social Sciences.

## USJ MID-AUTUMN FESTIVAL

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**Project duration:** 08 October 2017

**Venue:** USJ Ilha Verde Campus

**Participants:** Around 50 Students and Staff

Description:

Students, teachers and staff from USJ celebrated the Mid-Autumn Festival on Friday, 29 September, at the plaza in front of the USJ Academic Building, Ilha Verde Campus. Participants were given the opportunity to try the traditional Chinese games, moon cakes, riddles and lanterns etc. during this event.







## USJSA AND AAUSJ CHRISTMAS PARTY

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**Project duration:** 7 December 2017

**Venue:** USJ Ilha Verde Campus

**Participants:** 150 Students

**Description:**

USJSA and AAUSJ co-organized the 2017 USJ Christmas Party on 7th December 2017 in our Green Campus and it was a success with more than 150 students, alumni and staff participated to pre-celebrate Christmas. It is a treasurable moment to bring the university community together.





## BUDDY PROGRAMME - "EXPERIENCING MACAU"

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**Project duration:** 10 February 2018

**Venue:** Macau

**Participants:** 7 buddy mentors and mentees

**Description:**

On 10th February 2018, the buddy mentors organized a tour for the exchange students and they were invited to have Hot Pot dinner together.





## DUMPLINGS GATHERING

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**Project duration:** 13 February 2018

**Venue:** USJ campus

**Participants:** 30 buddy mentors and mentees

**Description:**

On 10th February 2018, the buddy mentors organized a tour for the exchange students and they were invited to have Hot Pot dinner together.



## BUDDIES BBQ PARTY

---

Project duration: 8 April 2018

**Venue:** Hac Sac Beach

**Participants:** 50 students and staff

Description:

The USJSA and buddy mentors initiated and organized a BBQ Party for the university community to know each other better yesterday at Hac Sac Beach. Around 50 students, professors and colleagues participated and enjoyed a cheerful afternoon and evening.



## USJSA LEADERSHIP CAMP

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Project duration: 8 April 2018

**Venue:** Po Leung Kuk Jockey Club Tai Tong Holiday camp, Hong Kong

Participants: 14 students

Description:

14 Students and staff partook in USJ Leadership Camp on May 26 and 27, 2018 in Po Leung Kuk Jockey Club Tai Tong Holiday camp, Hong Kong. Participants were required to work as a team to accomplish many activities such as indoor rock climbing, wall climbing, Climbing Wall and Tightrope walking etc. in order to deepen their understanding of teamwork and leadership. This event also strengthened the bond among participants and encouraged the participants to be more minded in everyday life.





### 7.4.5. CLUBS

Life at USJ is not all about academics and study. To expose students to different perspectives concerning the social and cultural development of the region and to provide a solid foundation for “Whole Person Education” which will nurture and foster the development, students are encouraged to form clubs to enrich their university life. In 2017-2018 academic year, the USJ Business Club and the newly formed Public Speaking Team is very active. To complete the academic year, the University of Saint Joseph Students' Association (USJSA) continued to organize its second Clubs' Dinner at the Hotel Casa Real. It was a great opportunity for students from different clubs and faculties to meet, bond together and enrich their experience of university life.

#### BANK OF CHINA CUP 3RD USJ BUSINESS KNOWLEDGE COMPETITION

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**Project duration:** 2 December 2017

**Venue:** University of Saint Joseph

**Participants:** 10 teams

**Description:**



USJ Business Club organized its second internal competition on 2nd December for all students who are interested in business knowledge. This year we are fortunate to have the full support from BOC and Ms. Samantha So Yan Yan was present as guest to award the championship. A special thanks to the three judges, Mr. Ip Kim Hou, Prof Jenny Phillips and Ms. Teresa Loong for their valuable opinions to the contestants.



ONE SECOND STORY PHOTOGRAPHY COMPETITION AND EXHIBITION"一刻故事攝影比賽及  
作品展覽"

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Project duration: 2018

**Venue:** Macau

Participants: 30 entries

Description:

The Photography Club of USJ organized the One Second Story Photography Competition and the winners are as follows:

The Winner: Leong Ka Lok

The 2nd Place: Fu Ho I

The 3rd Place: Leong Ka Lok

Merit Prizes: Leong ka Lok, Hermes Trabuco, Hardy Ho, Kuan Wai Kit, Chan Ka I, Fu Ho I

The exhibition is being held until 17th May 2018 at Kent Wong Exhibition Gallery G/F, Residential Hall on Ilha Verde campus.



### USJ ENGLISH SPEECH CONTEST

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**Project duration:** 27 April 2018

**Venue:** USJ Dom Bosco Auditorium

**Participants:** 25 students

**Description:**

USJ Public Speaking Club organized a speech contest on 27th April 2018 on the Language

Day with the aim to promote English language and give our students an opportunity to express their thoughts and skills in public speaking. In below please find the winners of the contest and they are:

The Champion: Nadine Aléxis C. Baiguen

The 2nd runner-up: Lakshmi Varshini Dontu

The 3rd runner-up: Rosaria Aurea Ximenes

## 7.4.6. SPORTS REGULAR TRAINING

### BASKETBALL REGULAR TRAINING

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**Project duration:** 18 Sep 2017 – 31 Aug 2018

**Venue:** USJ New Campus, Macau

**Participants:** 15 students (15 of Male), 1 coach

**Description:**

The Basketball Male teams have regular training every Monday, Wednesday & Friday from 7:00pm to 9:30pm, mostly in the basketball court at USJ New Campus but sometimes also had practice by attending



competitions with other teams. There are some changes in the days of practice from April to July (every Thursday and Saturday) depending on the availability of the courts.





### SOCCKER REGULAR TRAINING

---

**Project duration:** 18 Sep 2017 – 30 April 2018

**Venue:** Escola Portuguesa de Macau, Macau

**Participants:** 20 students, 1 coach

Description:

The Soccer team has regular training every Tuesday & Thursday from 7:30pm to 9:30pm. We have been facing difficulties in renting



the soccer field. The team has been practising in the playground of the Saint Joseph Seminary. In order to prepare themselves better for the competition, the soccer field of Baptist School was rent occasionally.

### VOLLEYBALL REGULAR TRAINING

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**Project duration:** 1 Nov 2017 – 31 Aug 2018

**Venue:** Tong Nam School, Macau

**Participants:** 20 students (10 of male, 10 of female), 1 coach

Description:

The Volleyball Male and Female team have regular training every Monday & Friday from 7:30pm to 9:30pm in the hall of Tong Nam High School. The court was only available from November due to the damage caused by Typhoon Hato. To compensate, the training ended in August 2018. To save costing, both the male team and female team are having trainings together; however, the result is not so positive and we are considering making changes on the arrangement.



## BADMINTON REGULAR TRAINING

---

**Project duration:** 18 Sept 2017 – 31 Jul 2018

**Venue:** Macau

**Participants:** 7 students, 1 coach

**Description:**

The Badminton Male and Female team have regular training every Monday & Friday from 7:30pm to 9:30pm





### FENCING REGULAR TRAINING

---

**Project duration:** 15 Sept 2017 – 30 April 2018

**Venue:** USJ New Campus, Macau

**Participants:** 5 students, 1 coach

**Description:**

The Fencing team have regular training every Monday, Tuesday and Friday (occasionally) from 6:00 pm to 8:00 pm

but most two days per week. The team used the classroom of the Ilha Verde Campus and Centro de Juventude do Bairro do Hipódromo for better facility to prepare the higher education students' tournament.

### 7.4.7. SPORTS COMPETITIONS

"MACAU STAR" UNIVERSITY STUDENTS BASKETBALL TOURNAMENT (澳門新星杯大學生籃球挑戰賽)

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**Project duration:** 9-10 September 2017

**Venue:** UM N8 Stadium

**Participants:** 15 students, 1 coach

Description:

2 basketball teams from USJ took part in the "Macau New Star Cup Basketball Challenge" at UM N8 Stadium on 9th September 2017 and competed against 7 teams from other universities in Macau. The tournament was organized by the Macau China Youth Innovation Promotion Association. The USJ teams performed well in the competition and one of the USJ basketball players - Mr. Leng Chi Hang (BCM, Year 3) won the Award for Best Rookie.



## BASKETBALL TEAM ANNUAL TRAINING

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**Project duration:** 30 September – 6 October 2017

**Venue:** ZhongShan

**Participants:** 11 students, 1 coach

**Description:**

11 members with Coach of USJ Basketball Team, Andrew Wong, had their annual training in Zhongshan Stadium from 30th September to 6th October 2017. Besides advancing the tactics and cultivating the team spirit, the friendships among the members improved a lot. They are looking forward to having more training as they benefited a lot from it.



## 2017-2018 ADUM BASKETBALL COMPETITION "2017-201

年度全澳大學生籃球錦標賽"

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**Project duration:** 19 November 2017

**Venue:** : Sports Stadium at different universities

**Participants:** 16 students, 1 coach

**Description:**

USJ Basketball Team won the 4th Place at the 2017-2018 ADUM Basketball Competition.



## GAES MACAU HIGHER INSTITUTIONS BASKETBALL TOURNAMENT "2018

澳門高校籃球賽"

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**Project duration:** 3-25 March 2018

**Venue:** Stadiums at universities

**Participants:** 13 students

**Description:**

USJ basketball team could not enter in the final round.





2017-2018 ADUM SOCCER COMPETITION "2017-201

年度全澳大學生足球錦標賽"

---

**Project duration:** 10-25 March 2018

**Venue:** University of Macau Soccer field

Participants: 21

Description:

USJ soccer team unfortunately could not get any award in the competition but we would like to thank for the effort of the students to compete on behalf of USJ.





## BADMINTON CHAMPIONSHIP MACAU

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**Project duration:** 21-22 April 2018

**Venue:** Macau

**Participants:** 3

**Description:**

USJ Badminton team participated in the ADUM Badminton Championship Macau 2018 last Saturday and Sunday (21st to 22nd April). The team members are Fu Ho I, Ao Ieong Man Hou, Ng Pang Kit, the team has tried their best and gained good experience in the competition.



## COMMUNITY YOUTH BADMINTON FRIENDLIES

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**Project duration:** 10 June 2018

**Venue:** Macao Federation of Trade Unions Workers Stadium

**Participants:** 4 participants and 3 cheering students

**Description:**

The Community Youth Badminton Friendlies were held on 10 June 2018 in the Macao Federation of Trade Unions Workers Stadium. Our badminton team has sent 4 participants to participate. It was a good experience for the team and they were happy to have 3 cheering students support them.





### HONG KONG INTERNATIONAL DARTS FESTIVAL

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Project duration: 29 July 2018

**Venue** Hong Kong

Participants: 3

Description:

On 29th July 2018, three USJ students Lam Kuan Nang, Joao (BBA Year4), Feng Lin Jiajing, Henry (BDS Year4), Tong Jorge, Nick (BBA Year4), joined the game but could not enter the round of 16. They have gained valuable experience in the game.

### MACAU UNIVERSITY FENCING CHAMPIONSHIP

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**Project duration:** 14-15 April 2018

**Venue** Macau East Asian Games Dome

Participants: 4

Description: 4 participants from USJ partook in the Macau University Fencing Championship 2017/2018 on 14th & 15th April 2018. Our participants did their best and gained valuable experience in the competition.



## HONG KONG BASKETBALL FRIENDLY MATCH

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**Project duration:** 25 August 2018

**Venue** Hong Kong

**Participants:** 10

**Description:** USJ basketball team played a friendly match against the basketball team Gratitude in Hong Kong on 25th August 2018.



## ACTIVITIES AND EXCHANGE FOR WHOLE PERSON DEVELOPMENT

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### USJ Support Station 2018

**Project duration:** 10-14 May 2018

**Venue:** USJ Campuses

**Participants:** 120 participants

#### Description:

The USJ Volunteer Team, USJ Catholic Society and USJ Christian Fellowship gave a big support to students and professors during the examination period and many students were touched by their support. The activity lasts from 10th to 14th May 2018.





## THE 16TH MACAO-WIDE ENGLISH SPEECH CONTEST & 23RD "21ST CENTURY CUP" NATIONAL ENGLISH-SPEAKING COMPETITION MACAO REGIONAL CONTEST

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**Project duration:** 11-12 November 2017

**Venue:** Macau Polytechnic Institute

**Participants:** 1 student

**Description:**

USJ BED student, Carmen Kuok, joined the English Speech Contest Final on 11th and 12th November 2017 and it was a memorable experience for her.



## GAES "CONSTITUTION AND ME" MICROFILM COMPETITION AWARD CEREMONY

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**Project duration:** 24 December 2017

**Venue:** USJ Ilha Verde Campus

**Participants:** 4 contestants and 16 students participated in the ceremony

**Description:**

GAES "Constitution and me" Microfilm competition Award Ceremony was held on 4th December 2017 and a group of USJ students were present to deepen our understanding on the relationships between the constitution law of China and the Macau Basic Law. We would like to thank the 3 BCM Year 4 students (Leng Chi Iao, Lo Chi San, Cheong Wai Kin) who have

contributed in the microfilm competition with their video "Our Voice – 己見" and a group of 16 students have participated in the award ceremony as well as the lecture on "Constitution and me".



#### MACAU HIGHER INSTITUTIONS DANCING COMPETITION

澳門大專生街舞比賽

Project duration: 24 March 2018

Venue: Teatro Clementina Leitão Ho Brito

Description:

Cheang Hoi Pan, Sun Lok I and Hong I Kuan won the 3rd price of the precision dance and the Champion of the Battle in the Macau Higher Institutions Dancing competition on 24th March 2018.



## SINGING CONTEST OF MACAU UNIVERSITIES 2018

全澳大專院校歌唱大賽

**Project duration:** 20 May 2017

**Venue:** Cultural Centre, CityU



**Description:** Our winners of USJ Singing Contest have represented USJ to participate in the Singing contest of Macau Universities 2018.

## MENTAL HEALTH FIRST AID BASIC TRAINING COURSE

**Project duration:** 27-28 March 2018

**Venue:** USJ campus

**Participants:** 27 USJ students and staff

**Description:**

Mr. Vincent Wong from the Mental Health Association of Hong Kong conducted the Mental Health First Aid Basic Training Course for 27 USJ students and staff members on 27th & 28th March 2018. Participants were taught to identify and deal with common mental health problems such as depression and anxiety disorder.



## NATIONAL SECURITY EDUCATION EXHIBITION

國家安全教育展

Project duration: 30 April 2018

**Venue:** Macao Museum

Participants: 33 students

In order to enhance the knowledge of China National Security, a group of 33 USJ students led by Ms. Kot went to the National Security Education Exhibition in the Handover Gifts Museum of Macau on 30th April 2018.



## LIFE SCIENCE STUDENT VISITED HK WETLAND PARK

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Project duration: 17 May 2018

**Venue:** Wetland Park in Hong Kong

**Participants:** 11 students and a professor

Description:

To culminate the Life Science module, a field visit to the Wetland Park in Hong Kong was organized for the Pre-University Students of USJ on 17th May 2018.

The visit reinforced the students' knowledge and understanding of the function and values of wetland ecosystems. They had the opportunity to observe, in the field, diverse wetland habitat types including streams, freshwater marshes, reedbed, mangroves, mudflats and wet agricultural land, all of which provide very importance ecosystems services. It was a long and hot day around the 61-hectare park but definitely an eye-opener and a meaningful learning experience about the value of our natural environment.





## CRAYON SHIN-CHAN KASUKABE ADVENTURE 2017 (MACAU) EVENT

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**Project duration:** 12 January 2017

**Venue:** Broadway

**Participants:** 30 Students

**Description:**

Around 30 students, professors and staff joined the Crayon Shin-Chan Kasukabe Adventure 2017 (Macau) seminar, visit and games on 12th January 2018. It was a treasurable opportunity that Mr. Marcus Lam, Managing Director of Seer! and Mr. Hin U, Managing Director of Pride shared their experiences in setting up their creative industries in Macao. The Macau Foundation covered the transportation cost of this event.





## GEN VERDE IN MACAU WORKSHOP & CONCERT 2018

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**Project duration:** 18 – 21 July 2018

**Venue:** Ricci College

**Participants:** 4 students and 1 colleague

**Description:**

A group of 4 students and a OSA colleague have participated in a three-day workshop and an evening concert hosted by the International Performing Arts Group “Gen Verde” with more than 70 young people from Macau, Hong Kong and Guangzhou. From 18th to 20th July, four workshops including theatre, choir, percussion and dance were being held in Colégio Mateus Ricci for an evening concert at Teatro Clementina Leitão Ho Brito on 21st July. Kelly Ng, a student from University of Saint Joseph, described this experience of performance as “miraculous”. She learnt that there is nothing more important than mutual love and “koinonia”.





## VISIT OF MPI STUDENT ASSOCIATION

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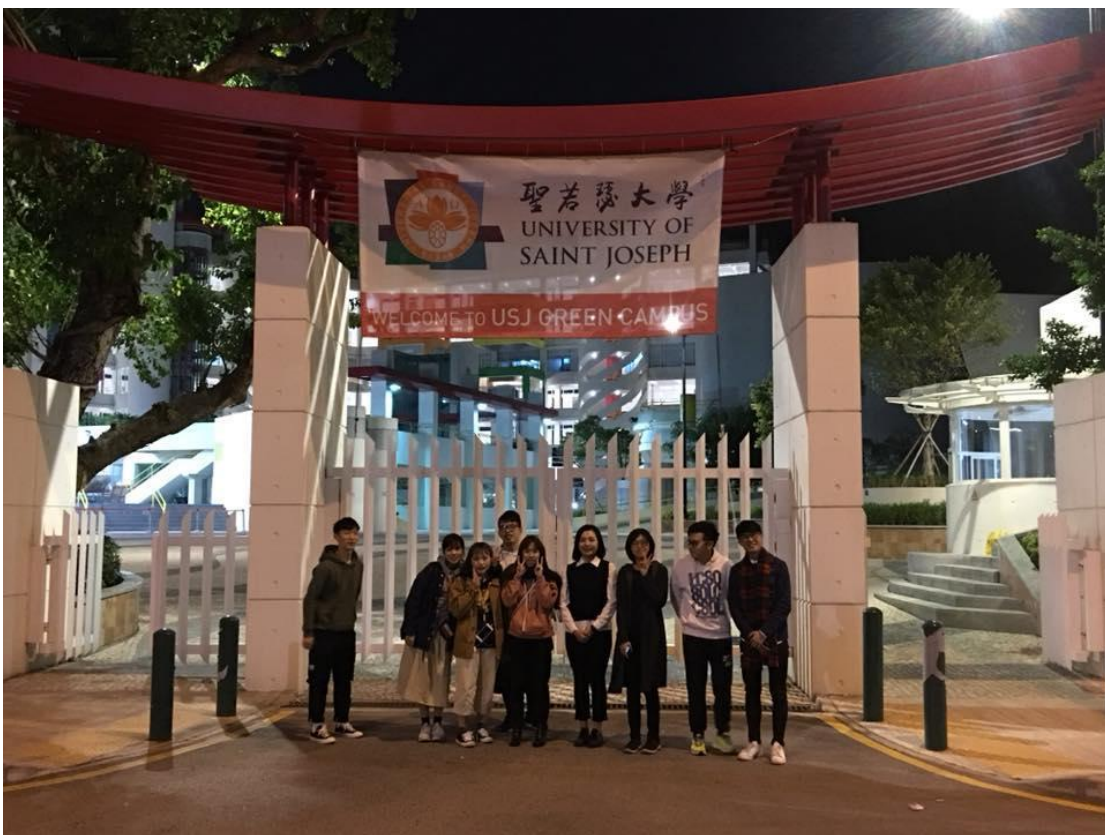
**Project duration:** 23 November 2018

**Venue:** USJ Ilha Verde Campus

**Participants:** 9

**Description:**

The Student Association of MPI has paid a visit to our new campus on 23 November 2018.



## GUANGDONG, HONG KONG AND MACAO YOUTH MUSIC PATRIOTIC CARNIVAL

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**Project duration:** 24-26 November 2017

**Venue:** Qing Yuan

**Participants:** 2 students

**Description:**

Two students, Gary Lao BED Year 2 and Carmen Kuok BED Year 4 represented USJ to participate in the Guangdong, Hong Kong and Macao Youth Music Patriotic Carnival organized by the International Wu Yi Chamber of Commerce from 24th to 26th November 2017 in Qing Yuan. They had the opportunity to meet other youth organizations and students in these three regions.



## BODW GROUP AND DELEGATE REGISTRATION

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**Project duration:** 8 December 2017

**Venue:** Hong Kong

**Participants:** 4 students and a professor

On 8th of December 2017, a delegation of 5 Design students with Head of the Design Department Prof. Carlos Sena Caires, went to the 16th BODW international conference in Hong Kong. This year, the invited country was Italy, and the USJ's delegation was lucky to participate in one of the most interesting conferences ever.





## 7.4.8. ANNUAL EVENTS FOR STUDENTS

### 2017 USJ SCHOLARSHIPS AWARD CEREMONY

---

**Project duration:** 13 December 2016

**Venue:** Chapel of Saint Joseph Seminary

**Participants:** 54 undergraduate students, 23 guests, 5 staff, 5 helpers

Description:

University of Saint Joseph held its 2017 Community Scholarships and Fellowships Award Ceremony at the Small Auditorium of USJ's Green Campus, Ilha Verde, on 13th December, 2017. Fifty-four undergraduate students received a total of 59 scholarships donated by different organisations and individuals which amounts to MOP 698,500.

More than 19 representatives from USJ's Community Scholarships and Fellowships donors were present at the ceremony. Donors include Macau Foundation, Social Welfare Bureau (IASM), Public Administration and Civil Service Bureau (SAFP), CPTTM, BNU, Macau Tower Convention & Entertainment Centre, Henry Fok Foundation, International Ladies' Club of Macau, Parry's Group, Sands China Ltd, CTM, CEM, CESL Asia Ltd, Galaxy Entertainment Group, CPM – Macau Parking Company Ltd., Alumni Association of USJ, Mr. Kuan Vai Lam, Bank of China, Society of the Divine Word (SVD).

The USJ's Community Scholarships and Fellowships Award Ceremony takes place each year to encourage and support students with outstanding academic performance or those with financial difficulties.





## 2017 USJ SPORTS DAY

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**Project duration:** 19, 25 and 26 Nov 2017

**Venue:** : USJ Seminary Campus

**Participants:** 120 students and staff

Description:

Our Students' Association (USJSA) hosted its annual USJ Sports Day in the last two weekends at the Seminary Campus. This year, around 120 students, professors and staff participated in a weekend of intramural sports including Basketball, Soccer, Badminton and Volleyball, also had Mini games. Everyone enjoyed and got involved in some healthy competitions.





## USJ CLUBS DINNER

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Project duration: 25 May 2018

**Venue:** Hotel Casa Real

Participants: 100

Description:

The USJSA organized USJ Clubs' Dinner at the Hotel Casa Real on 25th May 2018. This has been a great opportunity for students from different clubs and faculties to meet. It is our great honour to express our gratitude to the organizers and participants to this event for their presence.





## USJ 2018 CONGREGATION GROUP PHOTOSHOOT

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Project duration: 13 July 2018

**Venue:** USJ Ilha Verde Campus

**Participants:** Around 180 graduates from different programs and 10 student ambassadors

Description:

To give a good memory to our graduates, a Group Photo shooting was held on 13 July 2018 in the new Auditorium of USJ Ilha Verde Campus. It was a memorable tradition to all graduates as they all felt being lucky to have the opportunity to take photos in a world heritage.



## USJ GRADUATION DINNER 2018

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Project duration: 7 July 2018

**Venue:** Galaxy Oasis

**Participants:** 130 participants

Description:

The Bachelor Class of 2018 hosted a special graduation dinner to celebrate and highlight the students' accomplishments on 7th July 2018 at Galaxy Oasis. Students, faculty and staff who challenged and encouraged them during the past four years all gathered to take photos and share stories one last time before graduation day. Congratulations to all the graduates especially to the Graduation Dinner Committee. The Committee would like to take the opportunity to thank USJ and their sponsors that made the dinner successful.





## 7.5. Students with Special Educational Needs

USJ aims to provide appropriate care and support for all with special needs. We are committed to compliance with the aims of the CRPD (Convention on the Rights of Persons with Disabilities). Once a student has been accepted, the University accepts a responsibility to ensure appropriate provision for that student throughout his/her course. Students with disabilities can expect to be integrated into the normal University environment. They are encouraged and helped to be responsible for their own learning and so achieve their full academic potential. To ensure that all individuals should be given equal opportunity to learn, all USJ staff is requested to give the best academic and personal support possible and to establish a culture of inclusiveness and respect for the students with any kind of disability.

In 2017-2018 academic year, we have 6 students with physical disabilities. In order to understand their needs, we have regular meeting (at least once a semester) to understand the kind of support is required for the students.

### TEACHING AND LEARNING

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To ensure that all individuals should be given equal opportunity to learn, the USJ academic staff who are teaching the students with special needs are well informed and are required to give the best academic and personal support possible and to establish a culture of inclusiveness and respect for the students with any kind of disability.

For all cases, their respective programme coordinators are well informed of her case and give her the necessary support. We have tried our best to equip our settings and facilities as per their requests.

We have regular meeting with the students to see their needs and asked their advice on how to improve the condition at the university. We tried to make the students with special needs to be treated as normal students as they wish.

### ACCESS TO INFORMATION, EDUCATIONAL MATERIAL AND RESEARCH

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Whenever formal letters or documents are sent to the visually impaired students, the Offices are informed to provide soft copies to be distributed to the USJ visually impaired students.



Further, all information are posted at MyUSJ or through email and they have no problem in accessing them. They also have an easy access to the materials in the USJ Library as most of them are online. In case the materials are not online, their student helpers can assist them to convert the text. With the assistance of their specific software, students can also access to other internet resources without any constraints. In addition, the IT department at USJ provides them all means of support throughout their academic life in USJ.

#### BUILDING, FACILITIES

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The barrier-free facilities in USJ are always the concern of the university. We have arranged a site visit in April 2017 and again in March 2018 to check through the barrier-free access facilities at the new campus. During the site visit, we were fortunate to have our visual-impaired student and his friend who is a wheel-chair user so that so that we can have a better understanding on their needs.

#### PARTICIPATION IN CULTURAL LIFE, RECREATION, LEISURE AND SPORT

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We have been actively encouraging USJ students with disabilities to participate in different kinds of activities organized by the USJ Clubs and associations.



## 7.6. Crisis Management

The University is committed to take all reasonable measures to ensure the health and safety of the students by maintaining a healthy and safe campus environment and to provide students with necessary information, instruction, training and supervision. Emergency procedures in both campus and student residence are established.

### 7.6.1. PRO-ACTIVE COUNSELLING SUPPORT

The USJ Counselling Service is a consultation entity to the USJ community providing counselling service to USJ students. Individuals served by the USJ Counselling Service and Psychotherapy (CPS) include USJ students and/or their family members, USJ staff members and persons not affiliated with USJ. The counselling team works with individuals to examine their personal, emotional and other concerns that might directly or indirectly hinder their studies and/or their day-to-day activities. The counselling team has been working closely with the Office for Student Affairs and actively approaches a student who shows intention to harm himself/herself or others. It has effectively minimized disruptive behaviour in classes.

### 7.6.2. USJ STUDENT LIFE SURVEY 2017-2018

Being a university student is a challenging moment in the life of the individuals. It is a moment of increasing autonomy in which the adaptation to college life will be determinant to academic achievement and to social adjustment. Thus, it is important for the university to be aware of the adjustment of its students and to identify their needs, in order to plan and organize appropriate supporting services. This survey was conducted in partnership with the Centre of Counselling and Psychotherapy Services of USJ with the main objectives of the project as:

- To evaluate students' adaptation to the USJ life;
- To identify students' needs;
- To elaborate recommendations for the organization of services appropriate to the students' needs.

We have committed two Master of Counselling and Psychotherapy students to distribute the questionnaire to all the undergraduate students. The research was conducted in Spring



semester and many valuable feedbacks from the students have been received to improve the learning experience at USJ.

### 7.6.3. INSURANCE FOR STUDENTS

USJ purchases Personal Accident Insurance for its students against accidents whilst engaging in the university's educational and internship activities. This provides a quick and effective response in medical emergencies.

### 7.6.4. SAFETY POLICY AND GENERAL EMERGENCY MANAGEMENT PLAN

1. **Statement of Safety Policy.** The University of Saint Joseph is committed to ensuring the safety of all its students, staff, visitors and employees of contractors operating in all University premises. The University will make all reasonable arrangements to fulfil this commitment. The Safety Policy (Policy) requires all administrative units, faculties and contractors to comply with the relevant legal and regulatory/contractual requirements, identify and prevent hazards and risks, report emergency incidents, ensure students and employee are adequately informed of those hazards and risks and be aware of emergency procedures. In times of emergency, all administrative units, faculties, staff, students, visitors and employees of contractors must work together under central co-ordination to secure safety and protect life and property. Whenever it is required by the law, while immediately informing the University, everyone shall report an emergency incident to the Fire Department of Macau, the Police Department, Tertiary Education Services Office or other relevant public authorities.
2. **Purposes of the General Emergency Management Plan.** To implement the Safety Policy, the Executive Council has developed a General Emergency Management Plan (Plan) which shall apply to all University operations, both on campus and in university controlled or used off campus premises. The University is in the process to review its Fire Emergency Plan and Residence Management Procedures and develop more detailed emergency plans for the prevention and management of specific types of emergency incidents.

This Plan provides the management responsibilities and general procedures to follow during and after an emergency. The purposes of the Plan are to:

- a. Save and protect the lives of students, teachers, other employees and the public.
- b. Save and protect the properties that belong to the University and members of its community as well as the public.
- c. Provide essential emergency responses and essential services during crises, including supporting services to obtain, establish or maintain effective communications and rescue aid.



3. This general plan applies to all types of events of emergency occurred anywhere in the campuses or premises of the University, including those caused by fire, leaking or misplacement of hazardous materials, construction accident, earthquake, terrorist attack, pandemic flu outbreak or any other major natural or man-made disaster or incident that requires emergency responses.
4. **Responsibilities.** Responsibilities for safety and emergency management shall be defined in accordance with the laws of Macau, internal regulations of the University, relevant contracts and agreements. The Catholic Foundation for Higher Education as the title holder of the University and the University as a legal person are jointly responsible for maintaining a safe learning and working environment in the University. The Executive Council is in charge of introducing the Policy and the Plan. An Emergency Management Committee is established for managing the overall implementation of the Policy and Plan. The Deans of faculties and Heads of administrative units are responsible for ensuring compliance with the Policy and Plan. The security company, campus/property management company and/or other contractors providing services to the University are responsible for safety management defined under their contracts with the University.
5. **Laws and Authorities.** The Policy and Plan are established under the relevant laws and authorities of the Macau SAR. One of them is Chief Executive Instruction No. 297/2012. When there is an emergency as defined under this Instruction, such as a serious natural disaster, man-made accident disaster, hazardous material/waste crisis, public health crisis or public security incident, the University shall report to the Government of Macau and provide support to the government agency to take the lead in handling the event.
6. **Emergency Management Committee.** The Emergency Management Committee (the EMC) is a standing committee of the University. It is chaired by the Rector or his appointee and consists of all members of the Executive Council, the Director of the Rector's Office, the Head of the Office of Student Affairs, the Head of the Office of Public Relations, at least one representative of the security company and other members invited by the Chair. It is recommended that one of the members shall have the expertise in counselling or medical service or good experience in communicating and working with local law enforcement agencies or other relevant departments of the government. The EMC shall fulfil the following responsibilities:
  - a. Set up a University Emergency Operations Centre and direct and supervise emergency response operation through this Centre in a time of emergency, including but not limited to the coordination of internal emergency rescue and evacuation operation and communication with the relevant public authorities and outside service providers and obtain emergency aid and assistance;
  - b. Assess and report on the damages, losses, risks and impact of every emergency incident and direct the recovery effort after such an incident; and if it is determined that outside assistance is needed, contact key organizations to request help as soon as possible;
  - c. Instruct the relevant department or offices to develop detailed safety management systems, campus/workplace safety manuals, safety inspection schedules,



emergency support and aid plan, crises and hazards detection and prevention systems and rescue action plans for various types of emergency incidents;

- d. Develop an Emergency Public Communication Plan and, in times of emergency, direct communication with relevant public authorities, service providers and stakeholders regarding safety and emergency management matters.

**7. The Emergency Operations Centre and Duty Officers.** The Rector's Office is the University's Emergency Operations Centre (EOC), which is a key central communication function for emergency management. The EOC maintains the University's 24-hour Emergency Hotline and Safety and Emergency news release service on the University official website and on the USJ Facebook. The EOC may decide to create a WeChat group for the EMC members or use other effective Apps to facilitate the communication. The EOC is located at Nape 1, 3<sup>rd</sup> floor, 16 London Street, Macau. Anyone discovers or witnesses an emergency incident at the University or in any university premise shall call the EOC at the University's 24-hour Emergency Hotline without delay. The EMC shall make announcement through the EOC. Anyone shall follow the announcement and instruction received from the EOC. The Duty Officers responsible for operating the hotline are the Director of the Rector's Office and a staff appointed by the Rector for this function. These designated phone numbers are for emergency reporting purpose only. The University shall publicize the hotline phone numbers and the Duty Officer's name and office address.

**8. Activation and Deactivation of Emergency Response.** When the EOC receives a report of emergency incident, it shall report to the EMC. When it is impossible or too time consuming to reach all the members, the EOC shall report to the Rector or the Acting Rector by phone and notify the other EMC members by phone, email or other means without delay. The EMC or the Rector or Acting Rector shall quickly assess the situation with the Duty Officer and decide on behalf of the EMC to activate the appropriate level of emergency response through the EOC. When the Rector and Acting Rector are both out of reach but the emergency incident requires immediate response, the Duty Officer, with an endorsement by a member of the EMC may, after a quick assessment of the situation and consulting the appropriate public authority, activate the appropriate level of emergency response first while trying to reach the Rector or Acting Rector. When it is appropriate, the EMC, Rector, Acting Rector or, in case they are out of reach, the Duty Officer may decide to deactivate the emergency response.

**9. Levels of Emergency Response.** In general, there are three levels of emergency responses as the follows:

- d. Level 1 – No evacuation. If the emergency incident may cause some damages or disruption on campus or premise, but it is clearly not posing an immediate threat to life or health or causing a significant property damage or environmental damage, it is not serious enough to justify an immediate evacuation of the campus or premise. Rather, the EMC or anyone acting on its behalf shall take necessary steps to control and mitigate the damage/interruption, monitor the situation, notify the relevant students and staff, report to the relevant public authorities and seek assistance from outside service providers. The EMC may decide to take further actions.





- e. Level 2 – Partial evacuation. Whenever there is an immediate threat or risk of danger to life that is not under effective control, the EMC or anyone on its behalf shall take a Level 2 or 3 response. At Level 2, the emergency incident is serious enough to justify an immediate partial evacuation of the campus or premise. Usually, it is the evacuation of the building where the incident occurs. The EMC or anyone on its behalf, after reporting to the relevant public authorities and receiving instructions from them, will announce immediate evacuation of the part of the campus and the suspension of all the classes there. Usually, the evacuation shall continue until further notice.
- f. Level 3 – Complete evacuation. When it is necessary to evacuate the entire campus or premise, the EMC or anyone on its behalf shall announce a complete evacuation. All personnel shall leave the campus or premise until further notice. The EMC or anyone on its behalf may announce the duration of the closure of the campus and suspension of classes. An adequate notice shall be issued and announced to the students, the staff and relevant others and reported to the relevant public authorities.
- g. The levels of emergency response shall be decided by the EMC or anyone on its behalf and announced through EOC by telephone, in person and through the internet. At the time of an emergency, the Rector or Acting Rector, other members of the EMC and Duty Officer shall arrive at the Rector's Office or a designated meeting room as soon as possible. They shall continue to monitor the situation until the emergency incident is clearly under effective control. The EMC shall revise the levels of emergency if the local government introduces regulations or unified guidelines to classify them.

**10. Other Functions of Safety and Emergency Management.** The EMC may request the relevant units, faculties and/or contracted service providers assure other appropriate functions of safety and emergency management, including but not limited to: worker or work place safety and health protection, campus infrastructure safety, telecommunication and cyber/information technology infrastructure safety, hazardous materials safety, food safety, water safety, first aid and medical services, mass care and shelter management, rescue equipment management, campus access control and site security, residence safety and security, traffic and crowd control in emergency evacuation, counselling and suicide prevention, insurance and legal services, rescue volunteer management, and others.

**11. Safety Education, Training and Preparation.** All staff and students are required to participate in safety education and training activities organized by the university at least once a year. The Guidelines are distributed to all members of the USJ community through the internet or in hard copies and shall be included in the information package for new staff and students. The HRO and OSA are responsible for delivering the information and inform the new staff and students. The University shall support the duty officers and other relevant staff to participate in more specialized training when such a training program is made available and considered appropriate. The EMC may organize regular or special meetings to identify needs and risks and develop more detailed strategies, procedures, and action plans for the preparation of effective handling of emergency incidents.



**12. Disclosure of information.** The EMC shall decide when to alert the media and/or otherwise disclose information to the public about the emergency incident. Once an emergency incident is announced or disclosed, the EMC shall provide updates on the University website or by other means periodically. Such a disclosure shall be approved by the Rector or Acting Rector. To find useful information about recent emergency events and emergency management, anyone can go to the USJ Emergency Management website at .....

**13. Emergency Phone Numbers.**

- a. The government emergency phone number to report a crime, fire, medical emergency, serious threat to life and property in Macau is:
- b. The University of Saint Joseph emergency contacts are:
- c. Office/Names: Facilities & Administrative Office      Cell/Phone :      Email

## 7.7. Students aged less or equal to 16

No student aged 16, or below, was admitted during the 2017/2018 Academic Year.

## 7.8. Regional Competitions and Academic Exchanges

### CULTURAL EXCHANGES AND COMPETITIONS

THE 21ST CENTURY COCA-COLA CUP, THE 20TH NATIONAL ENGLISH-SPEAKING COMPETITION PROJECT DURATION: 11-16 APRIL 2018

**Venue:** Hangzhou

**Participants:** 1 student and a coach

**Description:**

The president of USJ Public Speaking club, Kuok Hoi Man, instructed by Professor Herbert Lee won the National third prize in the 21st Century Coca-Cola Cup of the 20th National English-Speaking Competition in Hangzhou.





## 2018 AAUSJ CHINESE CULTURAL EXCHANGE TOUR TO CHENGDU

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The University of Saint Joseph Alumni Association (AAUSJ) delegation for the 2018 Chinese Cultural Exchange Tour, led by Vice Rector of University of Saint Joseph, Prof. Vincent Cheng Yang and Chairperson of AAUSJ Ms. Tang Cheng Lin, paid a visit to the provincial capital of Sichuan, which is known as the “Land of Abundance”, during 31st May – 4th June 2018. The delegation had a total of 25 delegates, including Alan Baxter, Dean of Faculty of Humanities; Fr. João Eleutério, Professor in charge of USJ Library; Prof. Maria Antonia Espadinha, former vice-rector; Ms. Teresa Loong, Director of Office for Student Affairs; Mr. Chan Kuai Son and Mr. Kensho Nagata, Vice Chairmen of Alumni Association; Miss Tam Wai U, President and Mr. Gary Lao, Acting Chairperson of USJ Students’ Association and others.

Ms. Cen Jiayi, Deputy Director of the Department of Education and Youth Affairs of the Liaison Office of the Central People’s Government in the Macao Special Administrative accompanied the delegation and provided guidance during the tour.

The delegation visited the Bureau and Sichuan University, Southwest Minzu University (SMU) and Southwest Jiaotong University (SWJTU). During the entire visit, the delegation was accompanied by representatives of both the Liaison Office and the Education Bureau and was well received by the hosts. The delegates had meetings with officials, professors and students to explore possibilities of further exchanges and cooperation. The Education Bureau debriefed the delegates of recent development of higher education in Sichuan. The province now has a total of 119 universities, including 8 “double first class” ones, and a total of 12,000 overseas students, although only 38 of them are from Macau.

Sichuan University, a “Project 985 University”, hosted round table talks for the delegation to meet with professors and students from its business school, arts and news media school and school of foreign languages. The delegates deepened their understanding with the study, part time work and personal life of these participants. At SWJTU, the delegates were invited to tour the State Key Laboratory of Traction Power to further enhance their knowledge on China’s high-speed transportation technologies.

The delegates were interested to know that SMU, as a comprehensive university for the ethnic minorities, offers many programmes that match the faculties and programmes in USJ, such as business, education, architecture, environmental protection, communication and media and religious studies. These programmes can be collaborated with USJ in the future.



In addition, the delegation also toured some UNESCO world Heritage Sites, namely, Dujiangyan Irrigation System and Mount Qingcheng, the Chengdu Research Base of Giant Panda Breeding. The tour enriched both the knowledge of the history and recent development of China, management of the UNESCO World heritage Sites and Giant Panda breeding research for the participants.





## THE 16TH APSSA INTERNATIONAL CONFERENCE 2018 IN MALAYSIA

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**Project duration:** 6 to 10th August 2018

**Venue:** Malaysia

**Participants:** 3 students and 2 OSA colleagues

6 Representatives from the Office for Student Affairs and students partook in the 16th Asia-Pacific Student Services Association International Conference 2018 at Universiti Teknologi Malaysia (UTM), Kuala Lumpur from 6 to 10th August 2018. The theme of this conference is Engage-Empower-Evolve: Pushing the Frontiers of Student Affairs. Through a series of keynote speeches and seminars with almost 400 participants from around 12 countries, it is a platform for the student affairs professionals come together and share our experiences as a community of practice on how to enhance student learning. There was also the student conference running in parallel which provided our 3 student representatives Lao Tou Kei, Gary (BED Year 2), Ng Ka Lai, Kelly (BSW Year 1), Tseung Loc U, Tolcy (BPY Year 1) the opportunity to exchange ideas with the other youth leaders of different countries on current issues like humanization, physical and mental wellness, environment and globalization.

***Kelly Ng, BSW student***

*It was a wonderful experience to take part in the 16th APSSA International Conference 2018 in Malaysia. In this conference, I not only acquired different kinds of knowledge, but also met new friends who came from different countries like Malaysia, Japan, Thailand, Pakistan, Hong Kong, etc. that led me to know more about their culture and their education system and policies. In addition, I have learned that we should not let our abilities limit ourselves. Before I joined this conference, I was concern of my language competency as well as the barrier-free environment for my wheelchair. These thoughts almost stopped me to go ahead. However, my choice is absolutely correct. I have not only improved my English, meeting new friends but also learn to accept the assistance of the strangers. I am very grateful for all the support and love that each one has given me.*

*Finally, as the other leaders mentioned: "Don't be afraid of your limitations, just do it!". I will try to go beyond my limits.*





## 8 – LIBRARY

### 8.1. Library Resources

At the end of the 2017-2018 Academic year, USJ library had around 20,000 volumes of physical books, journals and magazines in several languages covering all subjects taught at the University.

In the aftermath of typhoon *Hato* that hit Macau in August, 23rd, 2017 we have lost around 3000 volumes. However, during the same period and counting with donations and acquisitions we increased the collection in almost 2000 volumes.

This was possible due to the generous donations from several patrons and institutions and a continuous effort to keep the book collection updated and relevant to our mission and objectives.

Included in these batch we have received a considerable donation of over 300 recently published books, related to Religious Studies, offered by the *Theological Studies* journal editor, one of the most important journals in this field.

Other donations came from an Architect who for a long time settled in Macau and from a USJ professor of architecture helped USJ Library to update the collection in some other specific fields like architecture and design.

After an assessment of our collection weaknesses and strengths and after going through an open call for suggestions from all our professors we purchased a total of over 1000 volumes spanning across different topics.

To support our programmes in Religion Studies at the Saint Joseph's Seminary campus, we are continuously developing the Saint Joseph Seminary branch of our Library, where we hold our resources related to Philosophy, Religion, Ancient Languages such as Latin, Greek and Hebrew and also some reference works.

One of the most important investments of USJ's Library during the last academic year has been on electronic resources. This includes databases of e-books and journals that allow our patrons to have access to hundreds of thousands of worldwide most important and comprehensive full-text resources for an academic community.



At the end of the 2017-2018 academic year, we had available to our patrons a total of about 400,000 e-books and more than 50,000 journal titles and other resources like marketing databases, ancient texts databases, etc. Access is also being facilitated through our *Library Portal* to all resources made available by the *Macau Academic Library Alliance*, which are an invaluable asset to our patrons.

Along with the electronic resources we have also kept our subscription of several important tools such as Turnitin, RefWorks and Grammarly. These tools are helping our community to advance their writing and research skills. To ensure a 24/7 access to our library e-resources we also kept our subscription of EZproxy as our access and authentication system. It is an invaluable tool for the off-campus access to our electronic resources.

After the Typhoon in August 2017, the Adelson Family Foundation reached out to USJ and among others, a substantial support was given to the Library and we were able to purchase a perpetual access to all JSTOR Archives Collections and a considerable sum to be used in perpetual access e-books purchase.

The continuous effort in updating our collections, both physical and digital enhanced the overall usage of our Library. The impact on the learning skills has not been accurately assessed yet and we are thinking of solutions to follow up with it, however, the daily assessment with our students and academic staff is showing clear improvements.

From 01/09/2017 to 31/08/2018 the Library recorded 746 borrowed items with 613 renewals. Our Discovery Service (EDS - EBSCO Discovery Service) registered 27,777 searches counting 16,864 full text items read.





## 8.2. Library Affiliations

### 8.2.1. MALA

During 2017-2018 academic year and concerning our participation in the MACAU ACADEMIC LIBRARY ALLIANCE (MALA) we provided our patrons with access to the library alliance cards which allows them to use the library loan services of other academic institutions in Macau. We also participated in all the meetings and the MALA trip to Malaysia to participate in the 2018 IFLA conference in August.

### 8.2.2. APBAD

All USJ Library Staff enrolled as members of the ASSOCIAÇÃO PORTUGUESA DE BIBLIOTECÁRIOS, ARQUIVISTAS E DOCUMENTALISTAS (APBAD).

### 8.2.3. IATUL

USJ became a member of *IATUL - International Association of University Libraries*, the first Academic Library in Macau to join this international association. (<https://goo.gl/cefuTY>).

## 8.3. Information Literacy

Continuously developing an *Information Literacy Plan* based on individual and group tutorial which is being quite successful and we also developed online tutorials and *LibGuides* to help our patrons better use the Library resources. We conducted 60 Information Literacy Sessions, including individual tutorials and class or group tutorials, new students' induction and several faculties orientation day tutorials.



## 8.4. Activities

In cooperation with the *Macau Institute of Conservation and Restoration*, we hosted a joint exhibition on western bookbinding, *Traditional Western Bookbinding Student's Work Exhibition - 2017*. This exhibition is displaying the works of the students who participated in the previous year course on western bookbinding techniques.



## 8.5. LIBRARY DATA

### DATA

Dados sobre as bibliotecas	Valor / Conteúdo	Aumento ou alterações dos dados	Anotações
Números de Bibliotecas	2	0	Main Library at Ilha Verde Campus and a Religious Studies Branch in Saint Joseph Seminary.
<b>Colecção total de livros em papel</b> ( <i>Colecção total de livros (livros em papel; não incluem as revistas e publicações periódicas)</i> )	19,000 +	<1,000	Around 3,000 volumes were lost in the aftermath of typhoon <i>Hato</i> and over 2,000 volumes were added through purchase and donations.
<b>Colecção total de periódicos em papel</b> ( <i>Colecção total de livros (revistas e publicações periódicas, livros em papel)</i> )	1000 +	NA	Still ongoing a inventory of all periodicals in paper. We have 18 active subscriptions of periodical in paper and several titles not active.
Colecção total de livros electrónicos	Ca. 400,000	ND	There are variations in our suppliers catalogues and the ebooks are coming from different vendors. So an accurate statistic is difficult. We certainly have access to about 400,000 ebooks items.(we reached this figure by adding all the info coming from different vendors). Some of the books are subscriptions and others are our property.
Dados sobre o desenvolvimento da biblioteca electrónica	50,000 + (titles of Journals and Magazines); almost 400,000 e-books, Ancient Texts, News, companies and Market Research Databases	ND	During the Academic year 2017-2018, we added the complete <b>JSTOR Archives</b> collections. The vendors/collections are: JSTOR, ebrary, ATLA Historical Monographs I, ATLA Historical Monographs II, IGP ebook, ebook Academic Collection, ebook Business Collection, Cambridge e-books, Academic Search Premier, Business Source Premier, PsycARTICLES, SAGE, Architectural Design (Wiley), ebook Academic Collection, ATLA



## APPENDIX I – OWNERSHIP AND GOVERNANCE

USJ is owned by the *Fundação Católica para o Ensino Superior Universitário* (or Catholic Foundation for Higher Education), a foundation set up by the Diocese of Macau and the *Catholic University of Portugal* as equal partners. The updated members of the General Council, Executive Council and Supervisory Board, are listed below:

GENERAL COUNCIL	
Chair	D. Stephen Lee
Vice-Chair	Isabel Capeloa Gil (Rector of UCP)
Representing Rector of UCP, when absent	Peter Damian Francis Stilwell
Member	Alejandro Salcedo Garcia
Member	Chan Sau San
Member	Jose Angel Lopez Legido
Member	Luis Manuel Fernandes Sequeira
Member	Yeung Tsun Man Eric
Member	Sio Chi Wai
Member	Eduardo Francisco Tavares

EXECUTIVE COUNCIL	
President	Jose Angel Lopez Legido
Member	Chong Chi Kin Pedro
Member	Peter Damian Francis Stilwell

SUPERVISORY BOARD	
President	Chan Sau San
Member	Luis Manuel Fernandes Sequeira
Member	Eduardo Francisco Tavares