



**Bylaws of Concordia Theological Seminary in Hong Kong**

**香港路德會協同神學院章程**

Adopted by the Seminary Board of Control

**由神學院董事會認可**

on 19 November 2019

**Article 1: CTS Legal Basis 協同神學院法定基礎**

1.1. Concordia Theological Seminary in Hong Kong (called hereafter "the Seminary" or abbreviated "CTS") is owned and operated by The Lutheran Church Hong Kong Synod (called hereafter "the Synod" or abbreviated "LCHKS") on the basis of its Articles of Association, particularly on the basis of the article 13.

香港路德會協同神學院隸屬於香港路德會，並根據其公司章程（尤其第 13 章）營運。

1.2. The Lutheran Church Hong Kong Synod is incorporated as a charitable institution under Hong Kong law.

香港路德會乃在香港法律下組成的慈善機構。

1.3. According to article 13 of the LCHKS Articles of Association, CTS prepares candidates for public ministry in the LCHKS by educating them through its own degree programmes or by endorsing the candidates trained at other institutions through its Colloquium Programme.

根據香港路德會公司章程第 13 章，協同神學院乃藉著教授自設的學位課程或為其他學院訓練的神學生提供銓敘課程，來為香港路德會的對外事工裝備人才。

**Article 2: Seminary Board of Control 神學院董事會**

2.1. According to LCHKS Policy Statements and Appendixes (no. 2201), the General Conference of the LCHKS elects the nine members of the Seminary Board of Control (called hereafter "the Board") for a three-year term, while the members of the Board elect the Chairman thereof (called hereafter "the Chairman of the Board").

根據香港路德會政策聲明及附錄（第 2201 項），香港路德會總議會甄選神學院董事會九位委員，為期三年，再由神學院董事會委員選出主席。

2.2. The Board governs the Seminary; it appoints or employs, dismisses, supervises and evaluates CTS Administrative Officers (CTS President, CTS Vice-President, CTS Dean of Studies, CTS Director of Fieldwork Education, CTS Dean of Administration) and Directors of CTS Auxiliary Institutions (Director of Teacher Training Institute and Director of Leadership Empowerment Department [previously, Director of Lay Programme]).

董事會管理神學院，負責委任或聘請、解僱、監管及評估協同神學院行政主任（院長、副院長、教務長、實習教育主任、行政主任、師範部部長及信徒領袖課程主任[前信徒領袖證書課程主任]）。

2.3. CTS Administrative Officers are accountable to the Board and report to the Board.

神學院行政人員乃向董事會負責，並向董事會遞交報告。



2.4. Upon the recommendation of the CTS President and CTS Dean of Studies, the Board appoints CTS Faculty (the Core Faculty, Adjunct Faculty, Visiting Faculty and International Consultants). All the Faculty members are accountable to the CTS President, CTS Vice-President and CTS Dean of Studies.

在院長及教務長的推薦下，董事會委任神學院教學團隊（核心教授團、特約教授團、客座教授及國際顧問），所有教授團隊成員皆向院長、副院長及教務長負責。

2.5. The Board establishes standing committees in response to the needs of the Seminary.

董事會可按神學院需要成立常務委員會。

2.6. The Board is responsible for adopting the CTS annual budget and for adopting and reviewing a long-term strategy of the Seminary's development.

董事會負責通過神學院年度財政預算及審核神學院發展的長遠策略。

2.7. The Board sets and amends the tuition scale.

董事會決定並修訂講師費。

2.8. The Board awards degrees upon the recommendation of the CTS Core Faculty.

董事會按神學院核心教授團的推薦頒發學位。

### Article 3: CTS Administrative Officers 神學院行政架構

3.1. The CTS President, CTS Vice-President, CTS Dean of Studies, CTS Director of Fieldwork Education and CTS Dean of Administration are CTS Administrative Officers.

神學院行政架構包括院長、副院長、教務長、實習教育主任及行政主任。

3.2. The CTS President, CTS Vice-President, CTS Dean of Studies and CTS Director of Fieldwork Education are appointed by the Board for a three-year term and they can be re-appointed without limitation, while their renewable contracts are made for a three-year term. The CTS Dean of Administration is employed by the Board.

院長、副院長、教務長及行政主任由董事會委任，為期三年。董事會可不受限制地重新委任他們，新的合約為期依舊三年，行政主任則由董事會聘請。

3.3. The CTS President is the chief executive officer of the Seminary.

院長是神學院總裁。

3.4. The CTS Vice-President assists CTS President in carrying out the responsibilities of his office.

副院長協助院長執行其職務。

3.5. The CTS Dean of Studies is in charge of the academic operation of the Seminary.

教務長負責神學院的學術運作。

3.6. The CTS Director of Fieldwork Education is in charge of the fieldwork education which is required in CTS degree programmes.

實習教育主任負責神學院學位課程所需的實習教育。

3.7. The CTS Dean of Administration is in charge of the administration and of staff members assisting him or her in the administrative and clerical tasks.

行政主任負責行政及協助其進行行政及辦公室工作的員工。

3.8. The monthly remuneration (salary) of CTS Administrative Officers is determined by the Board according to the pay-scale.

行政人員的月薪由董事會按薪級表決定。



#### Article 4: CTS Faculty 神學院教學團隊

4.1. The CTS Faculty consists of: the Core Faculty (core professors), the Adjunct Faculty (adjuncts professors), Visiting Faculty (visiting professors) and International Consultants.

神學院及教學團隊包括核心教授團、特約教授團、客座教授及國際顧問。

4.2. CTS Core Faculty is defined as professors who are residing in Hong Kong and who are teaching at CTS on a regular basis, that is, at least once per year.

核心教授團指定居香港並於神學院定期（即至少每年一次）授課的教授。

4.3. CTS professors who are not CTS Core Faculty are classified either as CTS Adjunct Faculty, provided that they reside in Hong Kong, or as CTS Visiting Faculty if they live overseas. International Consultants are professionals living overseas who assist the Seminary in an advisory capacity.

不在核心教授團之列的教授，若定居香港，則分類為特約教授。若居住海外，則分類為客座教授。國際顧問指居住海外而為神學院課程提供建議的專業人士。

4.4. The CTS Faculty members are appointed by the Board upon the recommendation of the CTS President and CTS Dean of Studies. The recommendation and the appointment should be made in a written form.

神學院教授團隊成員乃由董事會按院長及教務長的推薦委任，推薦及委任均以書面形式作實。

4.5. CTS professors are remunerated for teaching courses assigned to them according to the pay-scale approved by the Board unless they receive a monthly remuneration (salary) as CTS Administrative Officers or unless they volunteer.

神學院教授乃按其所負責教授的課程，根據董事會所認可的薪級表受薪，除非他們與行政人員一樣獲支月薪，或他們義務工作。

4.6. The Board determines benefits for CTS professors who volunteer on an individual basis.

董事會個別決定義務教授的福利。

4.7. CTS Core Faculty, CTS Administrative Officers and Directors of CTS Auxiliary Institutions meet on a regular basis to discuss issues vital to the operation of the Seminary, whereas the CTS President is the one who calls Faculty meetings.

核心教授團、行政人員及神學院附屬組織的主管定期開會討論對神學院運作有重要性的事宜，會議由院長召開。

#### Article 5: CTS Degree Programmes 神學院學位課程

5.1. CTS degree programmes and the CTS Colloquium Programme are described in the CTS Catalogue which is prepared and updated by CTS Dean of Studies and endorsed by the Board.

神學院學位課程及詮敘課程已於神學院概覽羅列其由教務長預備及更新，並由董事會認可。

5.2. The Faculty Handbook and Student Handbook are prepared and updated by the CTS Dean of Studies and endorsed by the Board.

教授團手冊及學生手冊由教務長預備及更新，並由董事會認可。



#### Article 6: CTS Auxiliary Institutions 神學院附屬組織

6.1. The Teacher Training Institute and the Leadership Empowerment Department [previously, the Lay Programme] are auxiliary institutions of CTS.

神學院附屬組織包括師範部及信徒領袖課程[前信徒領袖證書課程]。

6.2. The Board appoints directors of the Teacher Training Institute and the Leadership Empowerment Department [previously, the Lay Programme] and determines their remuneration and duties.

董事會委任師範部及信徒領袖課程主任[前信徒領袖證書課程主任]，並決定他們的薪酬及工職。

6.3. CTS Auxiliary Institutions are not be included in the process of accreditation unless the Board resolves otherwise.

神學院附屬組織並不影響認證，除非董事會加有議決。

#### Article 7: CTS Student Union 神學院學生會

7.1. The CTS Student Union operates freely and independently, yet works in collaboration with the CTS President or CTS Vice-President in areas where such a cooperation is beneficial for the Seminary.

神學院學生會乃自由而獨立地運作，但與院長及副院長緊密合作，以求對神學院的運作有所裨益。

7.2. The CTS Student Union is governed by its own bylaws and elects its own leaders.

神學院學生會乃按自己的章程運作，並選出自己的領袖。

#### Article 8: CTS Library 神學院圖書館

8.1. The CTS Library serves CTS students and CTS professors.

神學院圖書館服務本院師生。

8.2. The Board employs a librarian for the CTS Library or authorises the CTS Dean of Administration to employ a person who is temporarily in charge of the CTS Library, depending on the needs of CTS students and financial resources available.

董事會為圖書館聘請管理員，或授權行政主任為本院學生的需要及採用的資源聘請暫時負責圖書館工作的員工。

8.3. Specific library policies are devised by CTS Faculty and approved by the Board.

特別的圖書館政策由教授團隊設定，並由董事會認可。

#### Article 9: Change and Publication of the Bylaws 章程之更改及公布

9.1. The Bylaws are adopted by the Board and can be amended by the Board.

章程乃由董事會認可，董事會可隨意修訂。

9.2. The Bylaws are published on the official website of CTS.

章程乃於神學院的官方網頁公布。