

# THE CHINESE UNIVERSITY OF HONG KONG

## Briefing Note

### **Summary of matters considered at the First Meeting (2019-20) of the Senate Committee on Teaching and Learning held on 25 October 2019**

#### *Annual Report 2018-19*

1. The Committee approved its annual report 2018-19 for submission to the Senate.

#### *Online CTE*

2. The Committee agreed on operational issues identified by the ITSC regarding the implementation of Online CTE. The Committee approved the revised Guidelines on CTE, on the understanding that further revision would be incorporated to state that only students who had formally enrolled in a course would be eligible to complete the Online CTE, and noted that an “Operational Manual for the Online CTE Process” to clearly define the roles and responsibilities of the parties involved and the workflows had been prepared by the Project Team for consultation with Departments/ Schools/ Programmes and Units concerned.

#### *Third-cycle Programme Reviews of Undergraduate Programmes*

3. The Committee noted the ratings of programmes in the third-cycle undergraduate Programme Reviews from 2015-16 to 2018-19 and approved the recommendations made by the Rating Panel on the 69 undergraduate programmes/ University Core Requirements for submission to the Resource Allocation Committee. The Committee also noted that a total of 116 taught postgraduate programmes had undergone the second-cycle taught postgraduate Programme Reviews from 2015-16 to 2018-19, and that a meta-analysis would be conducted by the Centre for Learning Enhancement And Research to identify good practices and areas for improvement.

#### *Academic Risk Registers for 2017-18 and 2019-20*

4. The Committee was selected by the Internal Audit Office (IAO) to undergo a compliance review, which focused on the two risk items of the Risk Register for 2017-18 that were assessed to be in Level 2 (Risk score 5-14) according to the University’s Risk Management Policy. The Committee noted from the review report of IAO that these two risks had been properly identified and considered by the Committee with various monitoring activities conducted. The Committee also noted that a new approach with two stages, namely Risk Development process and Risk Management process, would be adopted in the new cycle of the Risk Management Review in 2019-20. The Committee noted the final report of the review on the Risk Register for 2017-18 and approved the Risk Register for 2019-20.

#### *Triennium-end Final Report (in the 2016-19 triennium) and the Plan for Use (in the 2019-22 triennium) for the Teaching Development and Language Enhancement Grant (TDLEG)*

5. The Committee noted the Triennium-end Final Report (in the 2016-19 triennium) and the Plan for Use (in the 2019-22 triennium) for the TDLEG submitted to the University Grants Committee (UGC) on 28 June 2019.

### ***Faculty of Education Task Force to Support Liberal Studies Students***

6. The Task Force had conducted a third meeting in June 2019 and had taken various supportive measures. The Committee noted the progress report submitted by the Task Force and suggested that information on LSED courses offered each year be included in future reports for members' reference.

### ***2019 University Education Award (UEA) and UGC Teaching Award***

7. The Committee noted the selection process and results of the 2019 UEA and UGC Teaching Award, noting that two of the nominees, Professor Sidharth Jaggi from the Department of Information Engineering and Professor Darwin Tat Ming Lau from the Department of Mechanical and Automation Engineering, had been selected by the UGC Panel as Finalists, and Professor Lau had been awarded the 2019 UGC Teaching Award (Early Career Faculty Members). The Committee also noted that Professor Emily Ying Yang Chan from The Jockey Club School of Public Health and Primary Care, Awardee of the 2017 UGC Teaching Award, had won a second prize in the 2018 National Teaching Achievement Award (High Education) from the Ministry of Education.

### ***Grading Mechanism for Courses Retaken***

8. Taking into consideration the concerns on fairness and the possibility of the mechanism being abused, and making reference to practices of other local universities, the recommendation to review the grading mechanism for courses retaken was not approved by the Committee, on the understanding that the student member would help explain to other students details of the discussion and the concerns expressed by members.

### ***Summary Reports of Surveys***

9. The Committee noted the Summary Reports of the following surveys, noting that the findings would be extracted from the reports and distributed to the relevant Programmes, Faculty Associate Deans (Education), and Units for their information and necessary follow-up actions:

- (a) Student Experience Questionnaire 2018-19;
- (b) Entry Class Questionnaire 2019; and
- (c) First Year Experience Questionnaire 2019.

### ***University's Policy on Assessment of Student Learning in Taught Programmes (Assessment Policy)***

10. The Committee noted the technical amendment to the University's Assessment Policy, and the progress on the implementation of the Assessment Policy, on the understanding that the Undergraduate Examinations Board would be tasked to review the statistics on grade distribution.

### ***QF Credit for Learning Programmes at QF levels 5 to 7 on the Qualifications Register (QR)***

11. The Committee noted the implementation of indication of QF credit for learning programmes at QF levels 5 to 7 on the QR by the Education Bureau with effect from 1 September 2020, and that if self-accrediting operators did not indicate the QF credits, a remark indicating a range of QF credits would be given on the QR starting from 1 September 2020 for

reference by the QR users and the general public, and the conversion ratio would be 1 university credit to 4-5 QF credits. The Committee agreed that CUHK, as a self-accrediting operator, would not indicate any QF credits of its learning programmes on the QR.

***Main Report of the Survey on Opinions of Employers on Major Aspects of Performance of First Degree Graduates in Year 2016***

12. The Committee heard the Chairperson highlight the major findings of the survey and members were advised to make reference to the relevant detailed analyses for enhancement of curriculum design. The Committee noted the *Main Report of the Survey on Opinions of Employers on Major Aspects of Performance of First Degree Graduates in Year 2016* conducted by the EDB, noting that the summary of the statistics presented in the Main Report was available to the public online, which could be shared with other teachers.

***Area B General Education Courses***

13. The Committee heard the student representative explain the difficult situation faced by students of the Faculty of Medicine, in particular medical students who had relatively tight schedules, which made it hard for them to enroll in Area B General Education (UGEB) courses. The Committee heard the presentation of the Director of General Education and noted the availability of UGEB courses, on the understanding that the Office of University General Education would follow up with the Faculty of Medicine and other Faculties in the offering of the UGEB courses.

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