THE CHINESE UNIVERSITY OF HONG KONG

Briefing Note

**Summary of matters considered at the First Meeting (2021-22) of the
Senate Committee on Teaching and Learning held on 24 November 2021**

Faculty of Education Task Force to Support Liberal Studies (LSED) Students

1.   The Committee noted the fifth progress report of the Task Force, noting that the concern of students about the offering of LSED courses by full-time teachers had been addressed by the Faculty, and that the availability of exchange opportunities had been affected by the pandemic.

2021 University Education Award and UGC Teaching Award

2.   The Committee noted the selection process and results of the 2021 University Education Award and University Grants Committee (UGC) Teaching Award, and that Dr. Marco Ho from the Department of Information Engineering was selected by the UGC Panel as a Finalist.   The Committee also noted that Professor To Siu Ming from the Department of Social Work was one of the members of the team led by the City University of Hong Kong, which was awarded the 2021 UGC Teaching Award (Teams).

Third Audit Cycle of Quality Assurance Council

3.   The Committee noted that the Quality Assurance Council (QAC) had decided to defer the programme for the third audit cycle from 2022-23 to 2023-24 in view of the anticipated continuation of stringent travel restrictions and quarantine requirements and the impracticality of a physical Audit Visit with the participation of non-local auditors in early 2022, and that the University had been requested to be fully prepared for the possibility of a virtual visit in 2023. The Committee also noted that in addition to the earlier nomination of three local auditors, the University had, at the request of QAC, submitted two additional nominations for appointment by the QAC as local auditors for the third audit cycle.

Teaching Development and Language Enhancement Grant 2019-22

4.   The Committee noted the letter of 27 July 2021 from the UGC, the general comments on all universities on the mid-triennium reports of the Teaching Development and Language Enhancement Grant (TDLEG) 2019-22, as well as comments specific to the CUHK report, which in general were very positive.   The University was required to submit a triennium-end final report of the TDLEG 2019-22 to the UGC by 30 June 2022.   The Committee also noted the information on newly approved projects, and the overall funding allocation of the TDLEG 2019-22.

Special Grant for Strategic Development of Virtual Teaching and Learning

5.   A funding of HK$27.475 million of the Special Grant for Strategic Development of Virtual Teaching and Learning (Special Grant for VTL) was allocated to the University by the UGC. The Committee noted the update on projects supported by the Special Grant for VTL, and that among the 17 CUHK projects, two projects were used to support two new funding schemes. The funding could be used until end of June 2023, which was one year later than the TDLEG, and funding from the TDLEG would be allocated to match with the Special Grant for VTL to

create synergy in the overall VTL development of the University.

Task Force on Collaboration between CUHK and CUHK, Shenzhen

6.   The Committee noted the establishment of the Task Force on Collaboration between CUHK and CUHK, Shenzhen and of its Education Subgroup, and the details of the new T&L initiatives as discussed by the Task Force and the Education Subgroup.   These initiatives included the approval procedure for new collaborative education programmes, introduction of joint Ph.D. supervision programmes between the two campuses, opening up of learning resources and cross registration by students of the two campuses, which would result in mutual recognition of credits at Department/Faculty level, subject to further discussion on the implementation details.

Proposed Revisions to the University Core Requirements Curriculum

7.   The Committee noted the establishment of a Task Force for the Core Curriculum Review (Task Force) to review and identify ways to enhance the University Core Requirements curriculum, which had been adopted for some nine years since the implementation of the new four-year curriculum in 2012, and that a proposal of revamping the University Core Requirements curriculum was put forward by the Task Force for implementation with effect from 2022-23. The Committee noted the proposed revisions to the University Core Requirements curriculum, including IT and Digital Literacy, languages, General Education, and the addition of new requirements, which would be submitted to the Senate for consideration after consultation with the relevant parties.

Annual Report 2020-21

8.   The Committee approved its annual report 2020-21 for submission to the Senate.

Risk Register on Academic Risks for 2021-22

9.   The Committee approved the Risk Register on academic risks for 2021-22 for submission to the Risk Management Committee, noting that some additional control measures were implemented in the last year and that the risk score of all the risk items were contained at a low level.

Revised Quality Manual

10.   The Committee approved the proposed revisions to the Quality Manual, which served as a handy and comprehensive reference to teachers, noting that some of the revisions were made to take into account the establishment of the Diversity and Inclusion Office, implementation of the Diversity and Inclusion Policy, and introduction of new student exchange programmes.

Virtual Teaching and Learning Strategic and Action Plan

11.   The Committee noted the background regarding the eLearning development in the University, the success in real-time synchronized online teaching in 2020 and 2021, the devotion of resources to support online teaching and the VTL development, and the formulation of the VTL Strategic and Action Plan to align with the five goals with 17 strategies formulated in the Education Area of CUHK2025, as well as the UGC's DEEP (Develop, Enrich, Explore, Promote) Framework to steer and support the University's strategic move towards more

intensive and systematic adoption of VTL.

12. The Committee also noted that the implementation of eLearning Policy had been suspended, as noted by the Committee at its First Meeting (2020-21) held on 27 November 2020. Following the principles of the VTL Strategic and Action Plan, Faculties were expected to take the charge of approving new VTL initiatives. Proposals for introduction of online courses from Departments/Programmes should take into account pedagogical considerations as well as the impact on students' learning, and Faculties should ensure the quality by adopting a prudent approach to scrutinize proposals submitted from Departments/Programmes and monitoring the total number of the online/hybrid courses to be offered. The Committee also noted that with reference to the Qualifications Framework credits for full-time four-year bachelor's degree programmes adopted by the Education Bureau, a one-unit course of the University would normally entail a total of around 13 hours of classroom contact hours and around 26 hours of student self-study hours. For courses offered online or with blended mode of learning, contact hours would be less than that of a course offered face-to-face only, and self-study hours included the time spent on studying paper-based materials and/or materials posted online.

Summary Reports of Student Surveys

13. The Committee noted the Summary Reports of the following surveys:

(a) Part I of the Student Experience Questionnaire 2021;
(b) Entry Class Questionnaire 2021;
(c) Undergraduate Exit Survey 2021; and
(d) Graduate Capabilities Questionnaire 2020.

Classrooms with New Features

14. The Committee noted that the University had made use of the TDLEG to conduct a project for upgrading the facilities of nine classrooms to better support online/hybrid teaching, including the installation of ceiling microphone and tracking camera. These classrooms were located in six academic buildings, including Cheng Yu Tung Building, Lee Shau Kee Building, Science Centre, William M W Mong Engineering Building, Wu Ho Man Yuen Building and Yasumoto International Academic Park.

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