

# Quality Enhancement Grant Scheme

**Progress Report**

**Project No. : 32/QEGS/B-08-09**

Reporting Period: From March 2010 (month/year) to August 2010 (month/year)

## Part A

Project Title: An Outcome-based Approach to Curriculum Development in Associate Degree Programmes

Name of Grantee: Hong Kong Community College

Project Period: From September 2009 (month/year) to August 2012 (month/year)

## Part B

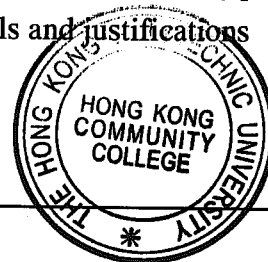
Please use separate A4-size sheets to report the progress with regard to the following aspects:

1. Types and brief descriptions of Project activities held/completed during the reporting period (*the information may be presented in the form of a table*).
2. The dates, time, venues and number of participants / beneficiaries of Project activities held, and resources (e.g. equipment, manpower) used for the implementation of Project activities.
3. Project milestone(s) and deliverables attained at the end of the reporting period and evidence showing the attainment of milestones and deliverables.
4. The percentage, in terms of key tasks, of the Project completed at the end of each reporting period.
5. Project variation\*, if any, during the reporting period, together with details and justifications

Signature: \_\_\_\_\_



Organization Chop: \_\_\_\_\_



Name of Authorized Person: Dr. Simon Leung

Name of Grantee PolyU Hong Kong Community

Organization: College

Position of Authorized

Person: Director

Date: 29 September 2010

\* A separate written application should be submitted to the Grant for prior written approval.

## **Quality Enhancement Grant Scheme – Progress Report**

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**Project Title:** An Outcome-based Approach to Curriculum Development in Associate Degree Programmes

**Project Code:** 32/QGES/B-08-09

**Reporting Period:** March 2010 to August 2010

### **A) Milestone(s) and deliverable(s)\*:**

\*(This part is derived from and elaborated based on the milestones stated in the 'Schedule of Implementation': 1) Focus group conducted to collect comments from stakeholders; and 2) "Fuzzy Inference System" for programme review trailed.)

#### **1. Indirect measurement: Survey and focus groups administration:**

- First phase (Year 2009/10) of survey had been administered across the three identified Associate Degree Programmes (Marketing, Engineering, and Sociology & Culture). A total of 759 students (headcount) filled out the survey at both the beginning and the end of Semester Two 2009/2010. Data have now been entered and analysis is now under progress. Preliminary results of first phase's data are expected to be ready by early November 2010.
- Timeline of indirect measurement data collection developed last year has been reviewed before the commencement of Semester One 2010/2011. The updated version will be applied in the second phase of survey and focus group administration for obtaining comparable longitudinal data (See Appendix I for 'Timeline').

#### **2. Direct measurement: Use of course-embedded assessment:**

- Detail and specific Programme Learning Outcome Assessment Plans (hereafter denoted as P-LOAP) has been developed for the three participating programmes (See Appendix II for 'P-LOAP for Marketing, Engineering and Sociology & Culture' respectively).
- The major focuses of this version of P-LOAP are in: a) identifying relevant subjects in the programme that can reflect specific programme learning outcomes; b) identifying course-embedded assessment components in these relevant subjects in the programme for measuring specific programme learning outcomes; c) designing valid means to quantify students' performance across different components as an aggregate indicator of their level of attainment of specific programme learning outcomes; d) deciding a meaningful criteria for success to evaluate programme; and

e) planning logistics and workflow with administrative staff for an accurate recording of these aggregate indicators of measurement.

- The detail version of P-LOAP on course-embedded assessment will be implemented starting 2010/2011 Semester One. A total of 11 subjects are invited to provide various forms of course-embedded assessment results of a total of 1793 students (headcount) for use next stage (See Appendix III for the full titles of subjects and lecturers involved).

3. College-wide dissemination:

- Two workshops were held with the number of beneficiaries of 134 and 142 HKCC academic staff members respectively.
  - a. 'Sharing Session: 'Developing Learning Outcome Assessment Plan (LOAP): Our Own Experience at HKCC'
  - b. 'OBE Seminar: What do our graduate say about our programmes? Sharing of preliminary QEGS focus group results.'

4. Delphi survey (Fuzzy logic inference system): Evaluation of curriculum map:

- The development of the system is now up to its third phase and it is expected to be completed by the end of December 2010. In the first two phases, compulsory subjects were analyzed by the programme team members of the three selected programmes for their importance towards each of the programme learning outcomes. Each phase of the analysis was conducted by sending the programme team members questionnaires. The samples of the questionnaires can be found in Appendices IV and V.
- In the third phase of the evaluation, the subjects chosen in the first two phases will be further weighted in a 5-point Likert scale for reflecting their importance towards the programme learning outcomes by evaluating the time spent, subject contents, etc., of each chosen subject. The third phase will again be conducted by sending questionnaires to the programme team members.
- The Delphi survey will be conducted for 4 rounds in order to finalize the results on the importance of the subjects towards the programme learning outcomes. Afterwards, a computer programme, which uses and reasons by rule-based statements and the fuzzy system theory, will be written to make analysis for the students' achievements of the programme learning outcomes. The inputs of the computer programme are the students' subject grades and the outputs are scores which reflect the students' achievements in the corresponding programme learning outcomes.

5. Oversea consultancy visit:

- In preparation for the consultancy visit to take place during the period of Feb to Aug

2011, oversea expertise in outcome-based education, programme evaluation and accreditation has been sourced.

- Prof. Mary Allen, an expert in the field, has been contacted and invited to pay a consultancy visit to our College. The 5-day visit is now planned to take place around 3<sup>rd</sup> to 7 May 2011. (See Appendix VI for Prof. Mary Allen's brief cv)
- Details in relation to the visit including scope and expected deliverables are shown in the specification attached (Appendix VII)

**B) Resources used (period of March 2010 to end of August 2010):**

Major expenditure items	1 <sup>st</sup> Installment used (HKD)	2 <sup>nd</sup> Installment used (HKD)	Cumulative Amount used (HKD)
1. Manpower (Project Associate Salary)	62,475.00	107100.00	169575.00
2. Equipment and facilities	32,715.00	12077.39	44792.39
3. Others	7,356.80	--	7356.80
Actual total expenditure	<b>102,546.80</b>	<b>119177.39</b>	<b>221724.19</b>
Approved allocation (by installment)	222,500.00	132300.00	354800.00

\* Difference between actual expenditure and approved allocation of 1<sup>st</sup> installment is due to the delay experienced in the employment of project staff; and salary was made commensurate with the appointee's qualification of which is approximately 5K lower than that specified in the proposal.

**C) The percentage of the project completed:**

As of 31<sup>st</sup> August 2010, approximately **32%** of the project

**D) Work schedule for next half-year:**

1. Generate first summary report on indirect measurement results
2. Collect and analyze direct measurement data
3. Collate materials and evidence for consultancy visit
4. Hold consultancy visit