

Quality Enhancement Grant Scheme

Progress Report	Project No. : 14/QEGS/A-08-09
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Reporting Period: From September 2009 to February 2010

Part A

Project Title: English Cultural Literacy

Name of Grantee: The Open University of Hong Kong


Project Period: From April 2009 to July 2011

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: John LEONG Chi Yan

Name of Grantee The Open University of Hong Kong
Organization: Kong

Position of Authorized

Person: President

Date: 15 MAR 2010

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

*Progress Report of Project should be signed by the head of the Grantee organization, the person-in-charge of the Project or the person who signed the Quality Enhancement Grant Scheme Agreement for acceptance of the Grant on behalf of the Grantee organization.

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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*).

A. Courses offered in English cultural literacy

September 2009 (1st Term):

ENGLA102F Classic American Films

ENGLA103F British and American Short Stories

ENGLA104F World Englishes and Cultures

ENGLA105F Hong Kong Literature in English

ENGLA203F Hitchcock Films

January 2010 (2nd Term):

ENGLA102F Classic American Films

ENGLA104F World Englishes and Cultures

ENGLA106F English in Media and Popular Culture

ENGLA203F Hitchcock Films

ENGLA204F Modern British and American Drama

B. Acquisition of teaching and library materials, including books and films

C. Writing new course syllabi for 2010-2011

D. Appointment of external examiners for new courses

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.

A. Offering courses in English cultural literacy

Courses in the 1st Term of the academic year 2009-10 lasted 13 weeks from September to December 2009. Each of the courses consists of a lecture session (2 hours weekly) and a tutorial session (2 hours weekly). The lecture sessions of the courses are taught by two lecturers, Mr. Ma Chun Lung and Ms. Garfield Lau Chi Sum. The tutorial sessions are taught by the English Teaching Assistants, Ms. Linda Yang and Ms. Fei Blauner. Please refer to Appendix I for reports on the courses.

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Courses in the 2nd Term lasted 13 weeks from January to April 2010. Teaching arrangement is the same as that in the previous Term.

The enrolment figures are as follow:

1st Term

Course	Maximum Quota	Actual Enrolment
ENGL A102F Classic American Films	40	14
ENGL A103F British and American Short Stories	81	63
ENGL A104F World Englishes and Cultures	62	49
ENGL A105F Hong Kong Literature in English	40	10
ENGL A203F Hitchcock Films	40	20

2nd Term

Course	Maximum Quota	Actual Enrolment
ENGL A102F Classic American Films	15	12
ENGL A104F World Englishes and Cultures	60	39
ENGL A106F English in Media and Popular Culture	60	35
ENGL A203F Hitchcock Films	30	12
ENGL A204F Modern British and American Drama	30	20

Since the 2nd Term is still in progress, the enrolment figures are subject to variations. Reports on the courses will be included in the next progress report.

The variations in enrolment figures are caused by the difference in students' interests and their timetable preferences. Since the courses are open to all students regardless of their year of study and major field, some factors in students' selection of courses, such as clashing of lecture and/or tutorial time, would result in variations in enrolment figures.

A maximum quota is set for each of the courses before each semester begins. It is based on the estimated number of enrolment and the capacity of the classroom.

For the minimum quota, courses with an enrolment of 10 or above will be offered.

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B. Acquisition of teaching and library materials, including books, films

Teaching materials and references continue to be selected by Professor Kwok-kan Tam, Dean of Arts and Social Sciences, and Ms. Garfield C. S. Lau, a half-time lecturer of the programme. Purchase of materials is carried out by Stanley Ho Library and the Finance Unit. Acquisition is in progress and will continue as the programme goes on.

Please refer to Appendix II for the list of materials ordered by Stanley Ho Library and the corresponding budget summary.

C. Writing new course syllabi for 2010-2011

Preparation began in January 2010. The two courses were designed and planned by Ms. Garfield Lau and Mr. Ma Chun Lung, lecturers of the programme. Here are the details of the two proposed courses:

No. of Credits: 5
Duration: 1 Term (13 weeks)
Class Hours: Weekly 2-hour lecture conducted by a lecturer
Weekly 2-hour tutorial conducted by a teaching assistant
Assessment: Attendance and participation
Oral presentation
Written assignments
Examination

Please refer to Appendices III and IV for the proposals of the two courses. They will be sent to members of School Board and Senate for comments and approval.

D. Appointment of external examiners for new courses

External Examiners will be appointed and consulted on the design of the two new courses. Appointment of external examiners is in progress.

Please refer to Appendix V for the University's guidelines for the appointment of External Course Examiners.

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- 3. Project milestone(s) and deliverables attained at the end of the reporting period and evidence showing the attainment of milestones and deliverables.**

The 7 courses under the project of English Cultural Literacy as proposed in the previous progress report have all been offered in the 1st Term of this academic year. Enrolment and the performance of students are satisfactory in general.

- 4. The percentage, in terms of key tasks, of the Project completed at the end of each reporting period.**

The project can be considered to have 70 percent of its objectives achieved, as the key tasks in courses offered have been carried out successfully.

Coming up Project activities	
1.	Complete courses in English Cultural Literacy in the 2 nd Term
2.	Assessment of Project outcomes
3.	Meetings to discuss new course syllabi
4.	Consultation with External Examiners on new courses
5.	Approval of new courses

- 5. Project variation*, if any, during the reporting period, together with details and justifications**

There is so far no variation from the original proposal.

- 6. Expenditure Summary**

A summary of the expenditure of the project as of 28 February 2010 is attached as Appendix VI.