

Quality Enhancement Grant Scheme

Progress Report

Project No. : 21/QEGS/A-08-09

Reporting Period: From May 2009 (month/year) to October 2009 (month/year)

Part A

Project Title: Promoting Teaching Effectiveness in English as the Medium of Instruction in Hong Kong's Self-financing, Post-Secondary Sector

Name of Grantee: School of Continuing and Professional Education, City University of Hong Kong

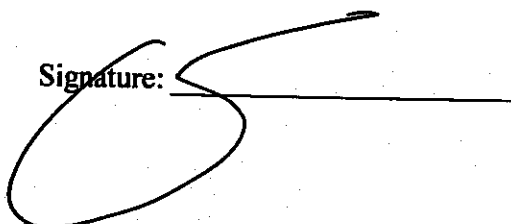
Project Period: From 1 May 2009 (month/year) to 31 October 2011 (month/year)

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 Charles Wong

Name of Grantee School of Continuing and
 Organization: Professional Education, City
University of Hong Kong

Position of Authorized

Person: Director

Date: 11 March 2010 (re-submit)

* For variations not listed in the approved Budget, a separate written application should be submitted to the Quality Enhancement Grant Scheme's Secretariat for prior 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.

Part B

1. Types and brief descriptions of Project Activities held/completed during the reporting period

The first six month stage of the project included:

- ✓ Researched and produced a report on the general and special needs of teachers using English as the medium of instruction in the self-financing, post-secondary education sector in Hong Kong (attached)
- ✓ A presentation on the research was made at the 5th International Symposium on Teaching English at Tertiary Level, 16 - 17 October 2009, The Hong Kong Polytechnic University

2. The dates, times, venues, and number of participants/beneficiaries of project Activities held (e.g., equipment, manpower) used for the implementation of Project activities.

The first six month stage of the project included:

- ✓ Post of Research Assistant (RA) advertised
Applications of RA Post vetted by CityU HRO Department
RA Applicants shortlisted for interviews
Interviews of shortlisted RA candidates
Offer of RA Position to candidate
Research Assistant in post effective 1 September 2009
Research Assistant assisted in various tasks of the project
- ✓ Purchase of 2 laptop computers
- ✓ Members of the post-secondary sector were contacted and asked to participate in a survey, part of a research study on the general and special needs of teachers using English as the medium of instruction in the self-financing, post-secondary education sector in Hong Kong.
- ✓ A presentation was made at the 5th International Symposium on Teaching English at Tertiary Level, 16 - 17 October 2009, The Hong Kong Polytechnic University, entitled: "Preliminary Report of Results: *Survey of Academics Teaching in English as the Medium of Instruction in Hong Kong's Self-financing, Post-secondary Sector*" by the Principal Investigator (conference abstract attached).

3. Project milestone(s) and deliverables attained at the end of the Project completed at the end of the reporting period.

- ✓ A Research Assistant was recruited and reported duty on 1 September 2009.
- ✓ A research report of about 165 pages was produced on the general and special needs of teachers using English as the medium of instruction in the self-financing, post-secondary education sector in Hong Kong. The information will be used in subsequent stages of the project to design and offer a programme of mini-courses for teachers in the sector to promote teaching effectiveness in English as the medium of instruction. (report attached)

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

- ✓ About 20% in terms of key tasks of the project is completed at the end of the reporting period.

5. Project variation, if any, during the reporting period, together with details and justification.

- As it took longer time than anticipated to have the RA in post and subsequently steps in the research project took longer than anticipated, there was not enough information from the research study to get started with the Web Design. It was initially hoped that sufficient data for the report would have been collected by June 2009 but instead it was October 2009 before the amount of data collected for the report could be considered satisfactory. This meant that the design of the website to support the programme of four mini-courses founded on the results of the study could not get started. Therefore Web Designer/Programmer service was not obtained at the first month of the project. Now that the required data is available, a Web Designer/Programmer is recruited and will report duty on 15 March 2010.
- With relevant expert knowledge and more than 20 years of relevant teaching experience, the Principal Investigator of this project will be developing academic materials in the first year as well. As this Principal Investigator is currently employed under SCOPE, City University of Hong Kong, he is not allowed to take any job with pay under the outside practice rules. Therefore he will not receive any pay for work done for this project under the QEGS grant. Hence, no academic staff is recruited in Year 1 as planned.
- Financially, as of 31 October 2009, due to the above reasons, no expenditure was incurred for obtaining an academic staff and a Web Designer/Programmer. A financial report will be submitted in the second six month report.