

Quality Enhancement Grant Scheme

Progress Report

Project No. : 23/QEGS/09-10

Reporting Period : From March 2011 (month/year) to August 2011 (month/year)

Part A

Project Title : Scheme for Enhancing Holistic Development among Post-secondary Students

Name of Grantee : Hong Kong Community College

Project Period : From September 2010 (month/year) to August 2013 (month/year)

Part B

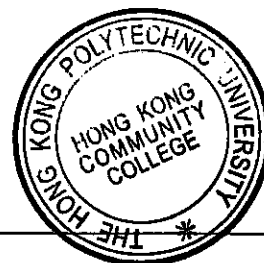
Please use separate A4-size sheets to report the progress with regard to the following aspects:

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 KW Hung

Name of Grantee

Organization: PolyU HKCC

Position of Authorized

Person: Acting Director

Date: 30 September 2011

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

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1. Project activities held/completed during the reporting period

Dates, time and venues	Brief descriptions of activities and resources used for implementing the Project *	Number and types of participants (if applicable)			
Mar 2011 - Aug 2011	<p>(1) Online application of psychometric assessment tools</p> <p>Several tests have been placed on the Student Counselling Services website for students to undertake psychometric assessment for understanding of their personality, strengths and weakness. Between March 2011 and the end of August 2011 the total number of 288 tests have been conducted, accumulating the total number of tests completed to 720.</p>	288			
Aug 2011- Aug 2011	<p>(2) Guided planning for holistic development program:</p> <p>Project SUCCESS aims to provide a platform which assists the students to plan and record their progress and self-reflection in personal growth throughout their year-long participation in activities.</p> <p>The new year-round recruitment of Project SUCCESS 2011-12 had begun on August. Up to Aug 2011, 462 students have enrolled in Project SUCCESS for 2011/12 cohort. Main round of promotion and recruitment was conducted during the orientation week, while email circulation was also used to promote the project.</p>	462			
Aug 2011- Aug 2011	<p>After reviewing the pilot run of the first year project, coaches will be introduced to all participants in the coming cohort. A set of "Guidebook for Coaches" was designed and to be distributed to all the coaches of Project SUCCESS so as to assist their work of providing guidance for students.</p>				
Sept 2010- Aug 2011	<p>Participants of the project in 2010-11 had taken part in a wide range of co-curricular activities to achieve the milestone. The total enrolment number for 2010-11 cohort was 174.</p>	174			
Sept 2011 – Jan 2012	<p>(3) An array of enriched-learning co-curricular activities</p> <p>Complementary Courses (funded by QEGS for HKCC students)</p> <table border="1" data-bbox="368 1906 1214 2110"> <thead> <tr> <th data-bbox="368 1906 1214 1962"><i>Programme Code and Programme Title (Learning Area)</i></th> </tr> </thead> <tbody> <tr> <td data-bbox="368 1968 1214 2024"><i>CS10119 – Guitar Lessons II (Art and Culture)</i></td> </tr> <tr> <td data-bbox="368 2031 1214 2110"><i>CS10201 – Introduction to Design Cultures & History (Art and Culture)</i></td> </tr> </tbody> </table>	<i>Programme Code and Programme Title (Learning Area)</i>	<i>CS10119 – Guitar Lessons II (Art and Culture)</i>	<i>CS10201 – Introduction to Design Cultures & History (Art and Culture)</i>	119
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	<p><i>CS10203 – The Universe of Investment (Business & Management)</i></p> <p><i>CS10207 - 1-min moving image workshop (Art and Culture)</i></p> <p><i>CS10208 – Graffiti in Arts and Design (Art and Culture)</i></p> <p><i>CS10211 – Radio Host Presentation Skills (Personal Development)</i></p> <p><i>CS10215 – Webpage Design with Dreamweaver (Science and Information Technology)</i></p> <p><i>CS10216 – Leisure Digital Photography (Art and Culture)</i></p>	
Aug 2011-ongoing	<p>(4) Training for Student Development Coaches</p> <p>A group of student development coaches, who were well-performed participants in “Project SUCCESS 2010-11, will be recruited to provide guidance on “Project SUCCESS” for 2011-2012 academic year.</p> <p>A training section for coaches will be held regularly throughout the year to consolidate the effect of their input.</p>	6 to 8
	<p>(5) Personal portfolios on students’ other learning experiences</p> <p>During their participation of Project SUCCESS and a wide range of co-curricular activities, passports were provided the students to systematically record their participation of activities, and guidelines were given on how to write up their reflections in accordance to different aspects of holistic development.</p> <p>32 students have submitted their portfolios in order to apply for the awards of different levels.</p>	32
Mar 2011- Aug 2011	<p>(6) Training courses for professional staff in student development</p> <p>MBTI workshops</p> <p>Seven MBTI workshops have been conducted between the period of February and May 2011. The total number of participants in 2010-11 academic year was 154.</p>	154
25 Aug 2011- 31 Aug 2011	<p>For the academic year of 2011-12, five MBTI workshops (with a new title of “New Beginning with Real Self-Understanding”) had been conducted during the orientation week between 25th August and 31st August 2011. The total number of participants was 151.</p>	151

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<p>15 Apr 2011 – 3 May 2011</p> <p>25 Aug 2011 – ongoing</p>	<p>(7) Quantitative Survey Studies</p> <p>The questionnaire adopted for this survey was The Self-assessment of all-round development (SAARD) questionnaire which was developed by Student Affairs Office in The Hong Kong Polytechnic University (PolyU SAO). The SAARD questionnaire aims to measure the generic competencies of students, which indicate the transferable, multi-dimensional and multi-functional knowledge, skills and attitudes they possess.</p> <p>PolyU SAO authorized the adoption of the questionnaire and they will be responsible for data processing and result finding.</p> <p>The second phrase of survey was conducted between April and May 2011. Promotion was being held throughout the survey period which involved the use of posters, pull-up banners and email circulation.</p> <p>714 valid questionnaires had been collected during the survey period, among which 706 were students from 09 cohort and 6 were from 10 cohort. In addition, 352 questionnaires were collected in the first phrase of survey, hence the total number of valid cases for 09 cohort was 1058.</p> <p>The third phrase of survey was conducted between Aug and Sept 2011. Respondents were mainly recruited through Orientation Workshop on 25th and 26th August as well as the Orientation Exhibition from 1st to 6th September in both campuses.</p> <p>Up to end of Aug 11, the total number of valid questionnaires received at this phrase was 855, among which 849 students were from 11 cohort and 6 from 10 cohort. All collected questionnaires are in the process of logical checking and debugging.</p>	<p>712</p> <p>855</p>
<p>18 Jan 2011 and 29 June 2011</p>	<p>Two progress reports were submitted and presented to the Project Management Committee of this project, HKCC Learning and Teaching Quality Committee.</p> <p>The review of the pilot run of Project SUCCESS was also presented.</p>	
<p>* Evidence showing the attainment of milestones scheduled for completion during the reporting period should be attached (e.g. photos, learning materials, webpage screens, promotion leaflets / posters, relevant reports, etc.).</p>		

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2. The percentage, in terms of key tasks, of the project completed at the end of the reporting period

Milestones scheduled for completion during the reporting period **	% attained	Remarks
➤ Provision a broad array of co-curricular learning experiences	100%	
➤ Collection of students' personal portfolios	100%	
➤ Implementation of an award scheme to recognize students' achievement in co-curricular activities	100%	
➤ Supervision the progress and review by the Project Management Committee	100%	
➤ Conduct survey and collect data to study how the learning effectiveness could be enhanced by pilot run	100%	
➤ Review the pilot run	100%	
Overall Project	35%	2nd stage
** Please seek prior approval from the QEGS Secretariat if the project milestones cannot be completed at the end of the reporting period.		

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3. Project variation (a separate written application should be submitted to the QEGS Secretariat for prior written approval.)

Descriptions of variations (e.g. change of the project scope or duration, deferral of completion date, relocation of an amount exceeding 10% between items of expenditure in the budget)	Date of approval sought from QEGS Secretariat

4. Financial position as at the end date of the reporting period

Expenditure items	Approved budget (a)	Committed or actual expenditure (b)	Balance [(a)-(b)]
a. Manpower	579,600.00	199,906.02	379,693.98
b. Equipment / facilities	247,000.00	71,754.08	175,245.92
c. Services	236,150.00	159,560.00	76,590.00
d. General expenses	26,250.00	1,362.00	24,888.00
e. Others	5,000.00	---	5,000.00
Total	1,094,000.00	432,582.10	661,417.90
Project Income** (if any)			14,435.00
Total Balance			675,852.90