

# Quality Enhancement Grant Scheme

**Progress Report**

**Project No. : 23/QEGS/09-10**

Reporting Period : From September 2011 (month/year) to February 2012 (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. Simon Leung

Name of Grantee

Organization: PolyU HKCC

Position of Authorized

Person: Director

Date: 27 March 2012

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

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## Progress report on QEGS Project – Scheme for Enhancing Holistic Development among Post-secondary Students

Project Code: 23/QEGS/09-10

### 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) |
|------------------------|--|--|
| Oct 2011 - Mar 2012    | <p><b>(1) Online application of psychometric assessment tools</b></p> <p>Several tests were uploaded on the Student Counselling Services website for students to do a psychometric assessment to understand their personalities, strengths and weaknesses. From Oct 2011 to the end of Mar 2012, 173 tests were completed, putting the total number of tests completed at 930.</p> <p>Appendix 1: Counter of completed psychometric assessment tools conducted online</p>  | 173  |
| Aug 2011-ongoing       | <p><b>(2) Guided planning for holistic development program</b></p> <p>Project SUCCESS aims at providing a platform which assists the students in planning and recording their progress in and self-reflection on personal growth throughout their year-long participation in activities.</p> <p>The new semester-round recruitment of Project SUCCESS 2011-12 began in Feb. A promotion counter was set up to recruit new applicants while coaches were present to explain the project and answer enquiries. Until Mar 2012, a total of 522 students have enrolled in Project SUCCESS for the 2011-12 cohort.</p> <p>A Facebook group was launched in Oct 2011 and has since recruited 134 members. Student coaches have been using the Facebook group as a platform to communicate with participants, including updating latest information on student activities, promoting community service activities and answering enquiries.</p> <p>Bulletins have also been distributed to students via email in each semester to provide new information about the project.</p> | 522  |
| Jan 2012 – Mar 2012    | <p><b>(3) An array of learning-enriching co-curricular activities</b></p> <p><b>Complementary Courses</b> (funded by QEGS for HKCC students)</p>   | 98   |

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|                          |  |            |
|--------------------------|--|------------|
|                          | <p><i>Programme Code and Programme Title (Learning Area)</i></p> <p><i>CS11102 – Understanding your Investment Market (Business &amp; Management)</i></p> <p><i>CS11205– Elementary Henna (Art and Culture)</i></p> <p><i>CS11209– Dream Interpretation and Basic Psychotherapy (Personal Development)</i></p> <p><i>CS11215– Basic German Language and Culture I (Foreign Languages &amp; Culture)</i></p> <p><b>**Leadership training</b><br/>A series of leadership training activities was organised throughout the academic year, including the “Leadership Development for Potential Leaders” programme (Ldpl) and “Community Service Leader Programme” (CSL).</p> <p><b>**Talks and workshops</b><br/>Talks and workshops related to career and personal development were successfully completed.<br/>(**No funding provided in the QEGS Project)</p> |            |
| <p>Sept 2011-ongoing</p> | <p><b>(4) Training for Student Development Coaches</b></p> <p>A group of student development coaches have been recruited to provide guidance on “Project SUCCESS” for the 2011-12 academic year. After conducting training in Sept 2011 they have been regularly guiding participants throughout the year.</p>   | <p>7</p>   |
|                          | <p><b>(5) Personal portfolios on students’ other learning experiences</b></p> <p>During their participation in Project SUCCESS and a wide range of co-curricular activities, students were given a passport to systematically record their involvements in the activities. They were also given guidance on how to write up their reflections in accordance with different aspects of holistic development. 177 students have collected the portfolios.</p>  | <p>177</p> |

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| <p>20 Sept 2011-<br/>21 Feb 2012</p> | <p><b>(6) Training courses for professional staff in student development</b><br/> <b>MBTI workshops</b><br/> For the academic year of 2011-12, six MBTI workshops were conducted in Sept 2011, Jan and Feb 2012. The total number of participants was 153.</p> <table border="1" data-bbox="459 548 1177 1057"> <thead> <tr> <th>Date</th> <th>Event Title</th> <th>Total Attendance</th> </tr> </thead> <tbody> <tr> <td>20/9/2011 (Tue) (WK)</td> <td>MBTI workshops</td> <td>29</td> </tr> <tr> <td>21/9/2011 (Wed) (HHB)</td> <td>MBTI workshops</td> <td>27</td> </tr> <tr> <td>13/1/2012 (Fri) (WK)</td> <td>MBTI workshops</td> <td>25</td> </tr> <tr> <td>16/1/2012 (Mon) (HHB)</td> <td>MBTI workshops</td> <td>29</td> </tr> <tr> <td>16/2/2012 (Thu) (WK)</td> <td>MBTI workshops</td> <td>15</td> </tr> <tr> <td>21/2/2012 (Tue) (HHB)</td> <td>MBTI workshops</td> <td>28</td> </tr> </tbody> </table> | Date             | Event Title | Total Attendance | 20/9/2011 (Tue) (WK) | MBTI workshops | 29 | 21/9/2011 (Wed) (HHB) | MBTI workshops | 27 | 13/1/2012 (Fri) (WK) | MBTI workshops | 25 | 16/1/2012 (Mon) (HHB) | MBTI workshops | 29 | 16/2/2012 (Thu) (WK) | MBTI workshops | 15 | 21/2/2012 (Tue) (HHB) | MBTI workshops | 28 | <p>153</p> |
|--------------------------------------|---|------------------|-------------|------------------|----------------------|----------------|----|-----------------------|----------------|----|----------------------|----------------|----|-----------------------|----------------|----|----------------------|----------------|----|-----------------------|----------------|----|------------|
| Date                                 | Event Title   | Total Attendance |             |                  |                      |                |    |                       |                |    |                      |                |    |                       |                |    |                      |                |    |                       |                |    |            |
| 20/9/2011 (Tue) (WK)                 | MBTI workshops  | 29               |             |                  |                      |                |    |                       |                |    |                      |                |    |                       |                |    |                      |                |    |                       |                |    |            |
| 21/9/2011 (Wed) (HHB)                | MBTI workshops  | 27               |             |                  |                      |                |    |                       |                |    |                      |                |    |                       |                |    |                      |                |    |                       |                |    |            |
| 13/1/2012 (Fri) (WK)                 | MBTI workshops  | 25               |             |                  |                      |                |    |                       |                |    |                      |                |    |                       |                |    |                      |                |    |                       |                |    |            |
| 16/1/2012 (Mon) (HHB)                | MBTI workshops  | 29               |             |                  |                      |                |    |                       |                |    |                      |                |    |                       |                |    |                      |                |    |                       |                |    |            |
| 16/2/2012 (Thu) (WK)                 | MBTI workshops  | 15               |             |                  |                      |                |    |                       |                |    |                      |                |    |                       |                |    |                      |                |    |                       |                |    |            |
| 21/2/2012 (Tue) (HHB)                | MBTI workshops  | 28               |             |                  |                      |                |    |                       |                |    |                      |                |    |                       |                |    |                      |                |    |                       |                |    |            |
|                                      | <p><b>(7) Quantitative Survey Studies</b><br/> The questionnaire adopted for this survey was the Self-assessment of all-round development (SAARD) questionnaire developed by the Student Affairs Office of The Hong Kong Polytechnic University (PolyU SAO). The SAARD questionnaire aims to measure the generic competence of students, which includes the transferable, multi-dimensional and multi-functional knowledge, skills and attitudes they possess.<br/> PolyU SAO authorised the adoption of the questionnaire and they will be responsible for data processing and result finding.<br/><br/> The preliminary findings of the first stage of the survey (entry level of 2010 cohort) were revised and presented in a paper in an international conference on</p>  |                  |             |                  |                      |                |    |                       |                |    |                      |                |    |                       |                |    |                      |                |    |                       |                |    |            |

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|   |   |              |
|---|---|--------------|
| <p>25 Aug 2011 –<br/>21 Oct 2011</p> <p>6 Mar 2012 –<br/>ongoing</p>  | <p>education.</p> <p>The third phase of the survey was completed between Aug and Oct 2011. Respondents were mainly freshmen of the College. The survey period for an online version of SAARD was also carried out from 7<sup>th</sup> to 28<sup>th</sup> Oct.</p> <p>In summary, 1,373 questionnaires from students of the 2011 cohort were collected during the survey period, among which 849 were completed during the orientation period, and 524 were completed online.</p> <p>Past participants in the first phase of the survey from the 2010 cohort were invited to conduct an exit round of survey online as the first stage of the fourth phase of the survey starting from 6 Mar 2012.</p> | <p>1,373</p> |
| <p><b>* 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.).</b></p> |   |              |

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

| <b>Milestones scheduled for completion during the reporting period **</b>            | <b>% attained</b> | <b>Remarks</b>              |
|--|-------------------|-----------------------------|
| ➤ Provision of co-curricular activities for enriching learning experiences           | 100%              |                             |
| ➤ Implementation of scheme   | 100%              |                             |
| ➤ Recruitment of senior students as student development coaches and provide training | 100%              |                             |
| <b>Overall Project</b>   | <b>55%</b>        | <b>3<sup>rd</sup> stage</b> |

**\*\* 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<br>(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<br>sought from QEGS<br>Secretariat |
|---|---|
| -- Not Applicable --  |   |

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

| Expenditure items              | Approved budget<br>(a) | Committed or actual<br>expenditure<br>(b) | Balance<br>[(a)-(b)] |
|--------------------------------|------------------------|---|----------------------|
| a. Manpower                    | \$579,600.00           | \$306,652.86                              | \$272,947.14         |
| b. Equipment / facilities      | \$247,000.00           | \$117,014.96                              | \$129,985.04         |
| c. Services                    | \$236,150.00           | \$172,360.00                              | \$63,790.00          |
| d. General expenses            | \$26,250.00            | \$1,885.70                                | \$24,364.30          |
| e. Others                      | \$5,000.00             | --  | \$5,000.00           |
| <b>Total</b>                   | \$1,094,000.00         | \$597,913.52                              | \$496,086.48         |
| <i>Project Income (if any)</i> |                        |   | <i>\$18,335.00</i>   |
| <i>Total Balance</i>           |                        |   | <i>\$514,421.48</i>  |