

# Quality Enhancement Grant Scheme

<b>Progress Report</b>	<b>Project No. :</b>
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Reporting Period : From October 2011 (month/year) to March 2012 (month/year)

## Part A

Project Title : Models on Sub-degree General Education Curriculum and Exemplary General Education Subjects

Name of Grantee : Federation for Self-financing Tertiary Education

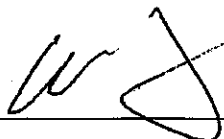
Project Period : From October 2011 (month/year) to September 2013 (month/year)

## 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. F. T. CHAN

Name of Grantee: Federation for Self-financing

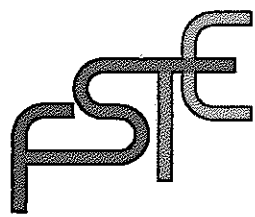
Organization: Tertiary Education

Position of Authorized

Person: Project In-charge

Date: 6 July 2012

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



**自資高等教育聯盟**

**Federation for Self-financing  
Tertiary Education**

**Project on**

**Models on Sub-degree General Education Curriculum  
and Exemplary General Education Subjects**

**1<sup>st</sup> Progress Report to the Education Bureau  
(October 2011 – March 2012)**

**The Project Team  
Federation for Self-financing Tertiary Education**

**July 2012**

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### **Project Objectives**

The project aims to enhance the development and delivery of General Education (GE) of sub-degree programmes through sharing of expertise among universities and sub-degree institutions in conjunction with visiting Fulbright scholars from American universities. It is also hoped that through alignment of GE curricula among sub-degree institutions and making reference to those of local universities, a credit accumulation and transfer system of GE subjects between sub-degree and degree programmes can be facilitated.

### **Implementation of project activities**

According to the project schedule, specific tasks to be undertaken during the 1<sup>st</sup> half year (October 2011 – March 2012):

1. Conducting survey on GE curriculum of local degree and sub-degree programmes
2. Organizing seminar on general education development in the sub-degree sector

#### **1. Conducting survey on GE curriculum of local degree and sub-degree programmes**

- 1.1 The project unfolded by the recruitment of a senior project officer in October 2011. Five candidates were selected for an interview by a panel consisted of members of the project working group. The appointee has come on board in early December, when the major tasks of the project could be undertaken properly.
- 1.2 Views were collected from the project working group, upon which the project officer developed a template questionnaire for the survey on GE curriculum of local universities (the questionnaire is attached as **Appendix I**). It was decided first to complete the part of local universities, in which certain customizations based on the results of the universities' survey to be made. The sub-degree part will follow subsequently.
- 1.3 Presidents or Vice-chancellors of local universities were being approached, by whom responsible staff for the development and monitoring of their respective GE curriculum would be identified (a sample invitation letter is attached as **Appendix II**). Prior to the interviews with GE heads, information about the GE curriculum of universities that are publicly accessible has been gathered, on which more thorough insights may be sought out in the interviews.

1.4 The team was awaiting response from the universities, meanwhile design of the questionnaire for sub-degree institutions is being discussed. The interview of sub-degree institutions is planned to commence by July 2012. As of June 2012, seven out of eight UGC-funded institutions have been interviewed.

2 Organizing seminar on general education development in the sub-degree sector

2.1 There are four Fulbright senior specialists, who are seasoned experts in the field of GE development from American higher education institutions, visiting Hong Kong with Hong Kong-America Centre (HKAC) assisted in the arrangements.

2.2 During the reporting period, the first invited specialist, Dr. Linda Bowman, immediate past president of the Community College of Aurora has visited and contributed to the project in various forms (Dr. Bowman's biography is attached as **Appendix III**).

2.3 In view of Dr. Bowman's expertise and observations from the working group, a seminar entitled *General education and student success in the sub-degree sector* was organized on 31 March 2012, where around 70 participants from 14 sub-degree institutions vigorously engaged (The invitation letter, programme rundown and powerpoint of the keynote speech by Dr. Bowman are attached as **Appendix IV, Appendix V & Appendix VI** respectively). Besides, three parallel sessions, with diverse themes catering for the needs of colleagues in different capacities, were collaboratively conducted by Dr. Bowman, invited Fulbright scholars and local experts (Brief introduction of the three parallel sessions is attached as **Appendix VII**).

2.4 Dr. Bowman has stayed for six consecutive weeks from 3 March to 12 April, during which she was proactively involved in meetings of the project working group and its task groups, and contributed several articles regarding GE development for the project.

**Expenditure Summary**

The project expenditure summary is attached as **Appendix VIII** for reference.

**Conclusion**

Basically, initial stage of this project was smooth. The success of the first event on 31 March however has made the project team more confident of the upcoming tasks. The survey serves as a fundamental and core part of this project, on which the development of the exemplary GE courses will be extensively based. The part of local universities is in progress, while that of sub-degree institutions will follow. With the close monitoring by the project working group, the project team shall get forthcoming deliverables reached as planned.

## QEGS Project: General Education

Half-year Expenditure Summary (Oct 2011 - Mar 2012)

Items		Half-year Approved Budget <i>until Mar 2012</i> (HK\$)	Half-year Actual Expenditure <i>until Mar 2012</i>	Balance <i>until Mar 2012</i> (HK\$)	Remark
A)	Manpower	361,000.00	184,081.60	176,918.40	
B)	Equipment/Facilities	10,000.00	980.00	9,020.00	
C)	Services	216,000.00	112,646.00	103,354.00	
D)	General Expensies	8,500.00	6,345.70	2,154.30	
E)	Others (incl. workshops)	17,000.00	13,946.70	3,053.30	
<b>Total Expenditure</b>		<b>612,500.00</b>	<b>318,000.00</b>	<b>294,500.00</b>	

Accumulated Expenditure Summary (until Mar 2012)

Items		Entire Project's Approved Budget (HK\$)	Accumulated Actual Expenditure <i>until Mar 2012</i>	Balance <i>until Mar 2012</i> (HK\$)	Remark
A)	Manpower	1,444,000.00	184,081.60	1,259,918.40	
B)	Equipment/Facilities	20,000.00	980.00	19,020.00	
C)	Services	300,000.00	112,646.00	187,354.00	
D)	General Expensies	39,000.00	6,345.70	32,654.30	
E)	Others (incl. workshops)	195,000.00	13,946.70	181,053.30	
<b>Total Expenditure</b>		<b>1,998,000.00</b>	<b>318,000.00</b>	<b>1,680,000.00</b>	