

Programme Development – Experience Accumulated from the Past Decade

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(*Prof Kwan left CIHE in October 2016.)

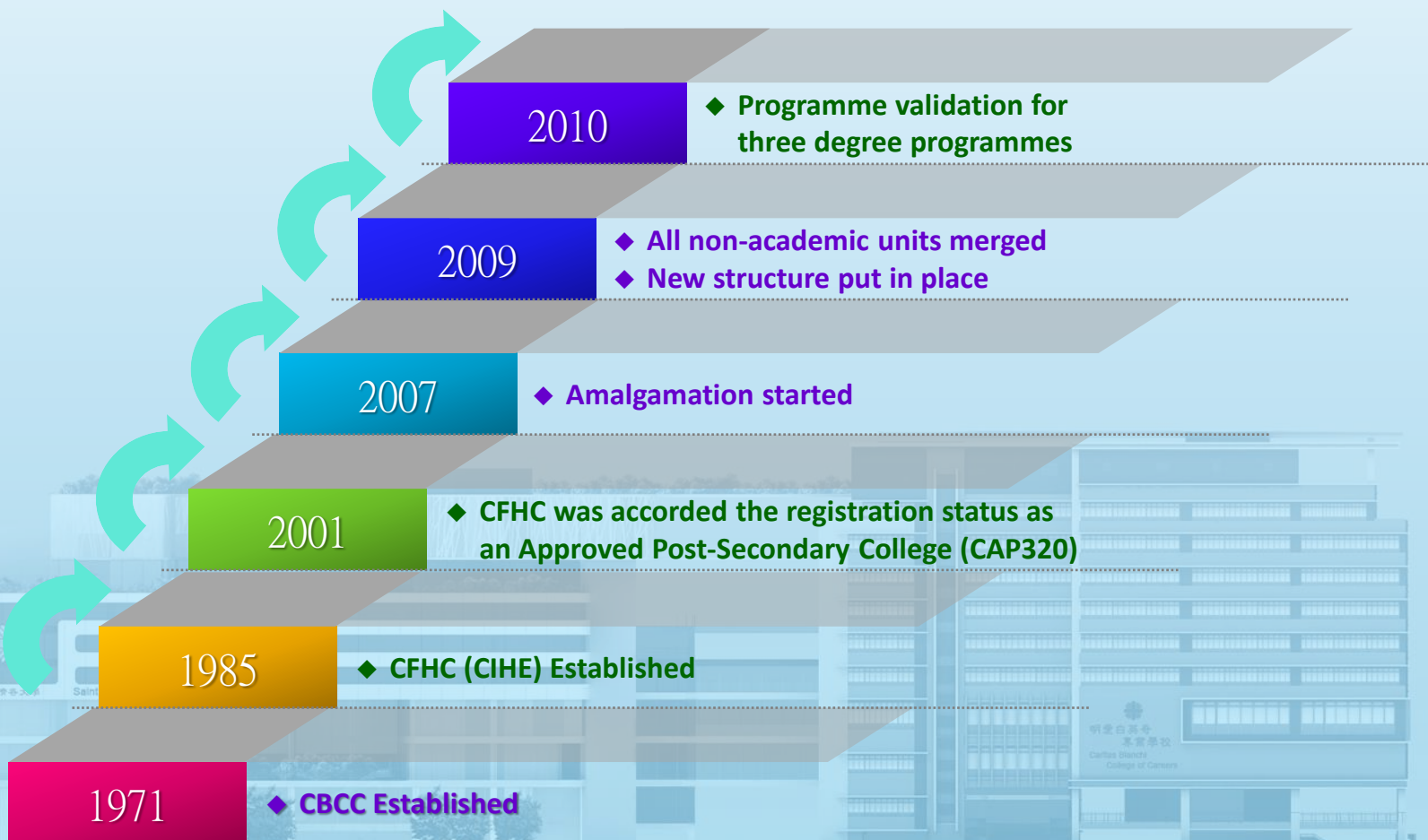
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About CIHE and CBCC



Programmes at a glance

Bachelor's Degree

- Accountancy **2011**
- Corporate Management **2011**
- Information Systems **2011**
- Marketing and Event Management **2012**
- Hotel Management **2012**
- Tourism Management **2012**
- Chinese and Philosophy **2013**
- English and Communication **2013**
- Bilingual Studies **2013**
- Social Work **2013**
- Psychology **2013**
- Community Studies **2013**
- Nursing **2014**
- Digital Entertainment **2015**

Sub-degree

- Accounting
- Corporate Management
- Computer Science
- Translation and Interpreting
- Human Services
- Social Work
- Business
- Pharmaceutical Dispensing **2012**
- Design (Graphics)
- Design (Interior)
- Design (Fashion)
- Design (Interactive Media) **2015**
- Hospitality Management
- Property Management **2012**

Our Belief

QA
is a process to ensure
continuous improvement

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Our Philosophy

The process is not a ritual

Everyone involved

must have an idea

why we do what we do

**QA involves
all stakeholders**

Our Principles

Fit for purpose

Student learning

Quality culture

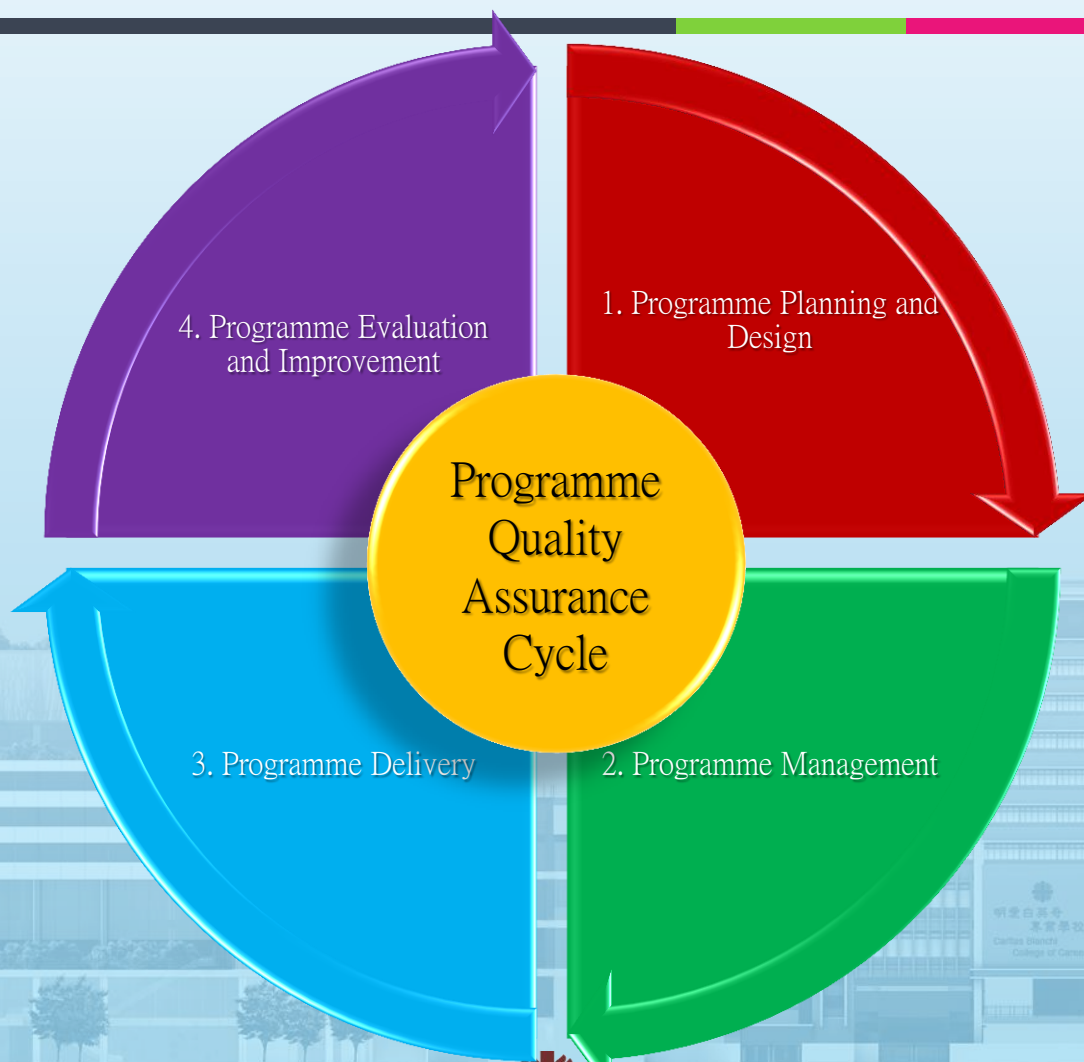
Sharing of good practices

Opinions from stakeholder

Advice from external parties



Our QA Cycle (Programme)



1. Programme Planning and Design



Questions for Programme Planner

Preliminary Questions



Aims



Contents and Its Organizing



Ways of Teaching



Technology



Assessment



Administration



Evaluation

Questions for Programme Planner

Preliminary Questions

- Should this programme be introduced?
- How do we start?
- Why should students want to enrol for this programme?
- What are the required characteristics of students who will enrol?

Aims

- What are programme aims?
- How important are aims?
- How specific should aims be?
- How should aims be formulated?
- Who formulates the programme aims?
- When should aims be formulated?
- How are aims used?

Factors Affecting New Programmes



Questions for Programme Planner

Contents and Its Organizing

- What criteria should be used for selecting content?
- What different ways are available for organizing content?
- How should content be used?
- What can be done to make the subject interesting?

Ways of Teaching

- What ways of teaching are available?
- Does it matter how I teach?
- Are teaching and learning connected?
- Are teaching and research connected?
- What should students be told about the overall planning of the programme?

Technology

- What criteria should I use when selecting equipment?
- When should I decide what sort of equipment to purchase?
- What materials will be necessary?

Questions for Programme Planner

Assessment

- Why do we have to assess?
- How should student achievement be assessed?
- What methods are available for improving techniques of assessment?

Administration

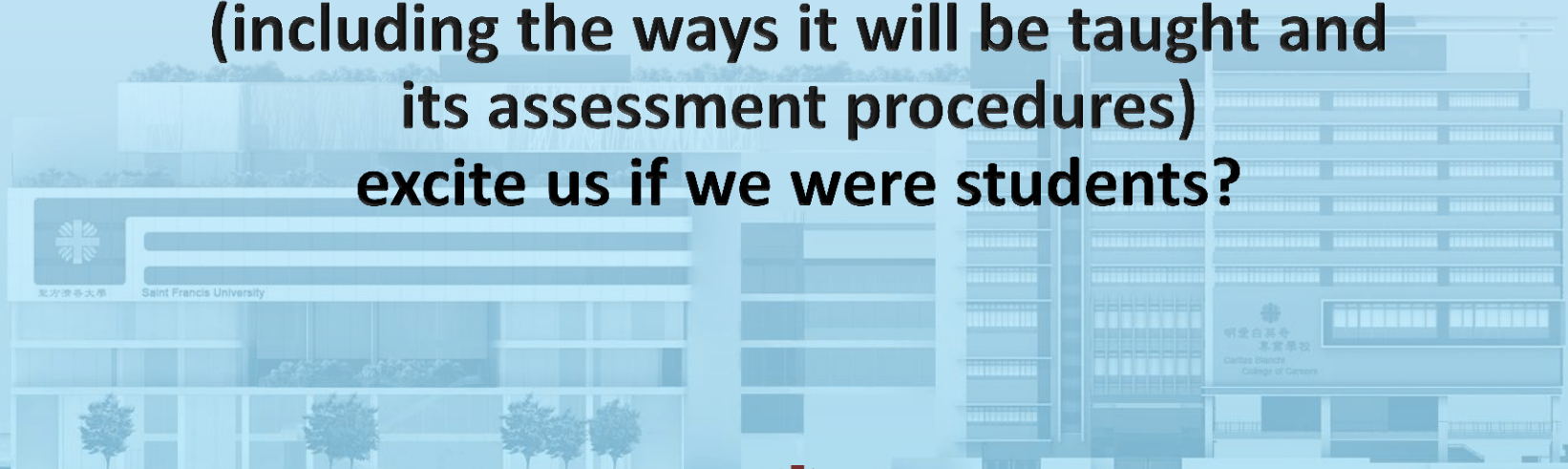
- Is there a need for additional teaching, clerical or technical staff to support the programme?
- Are existing learning spaces suitable?
- How involved should students be in the planning and administering of the programme?
- How can all members of the department feel involved?

Evaluation

- What should be evaluated?
- Who should do the evaluating?
- When should the programme be evaluated?
- How should we use the results of evaluation?

One final question

**Would the whole of this programme
(including the ways it will be taught and
its assessment procedures)
excite us if we were students?**



Curriculum Design



Examples

Podiatry Vs Nursing
Product/Jewelry Design

Vs

Property Management



Brain Storming Exercise I

*What are the Guiding Principles for
your Institute?*



Factors Affecting New Programmes



Brain Storming Exercise II

e.g.

- ▣ Veterinary Medicine
- ▣ Chinese Medicine
- ▣ Mechanical Engineering
- ▣ Accounting



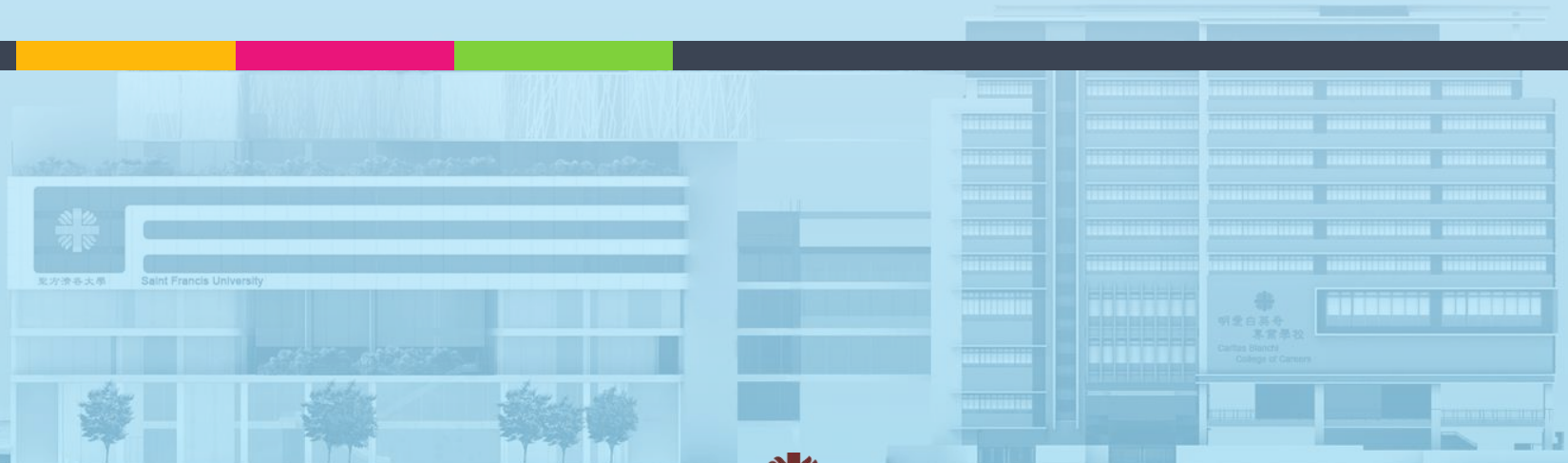
Brain Storming Exercise II

e.g.

- ▣ Veterinary Medicine
- ▣ Chinese Medicine
- ▣ Mechanical Engineering
- ▣ Accounting

What are the questions that should be asked?

2. Programme Management



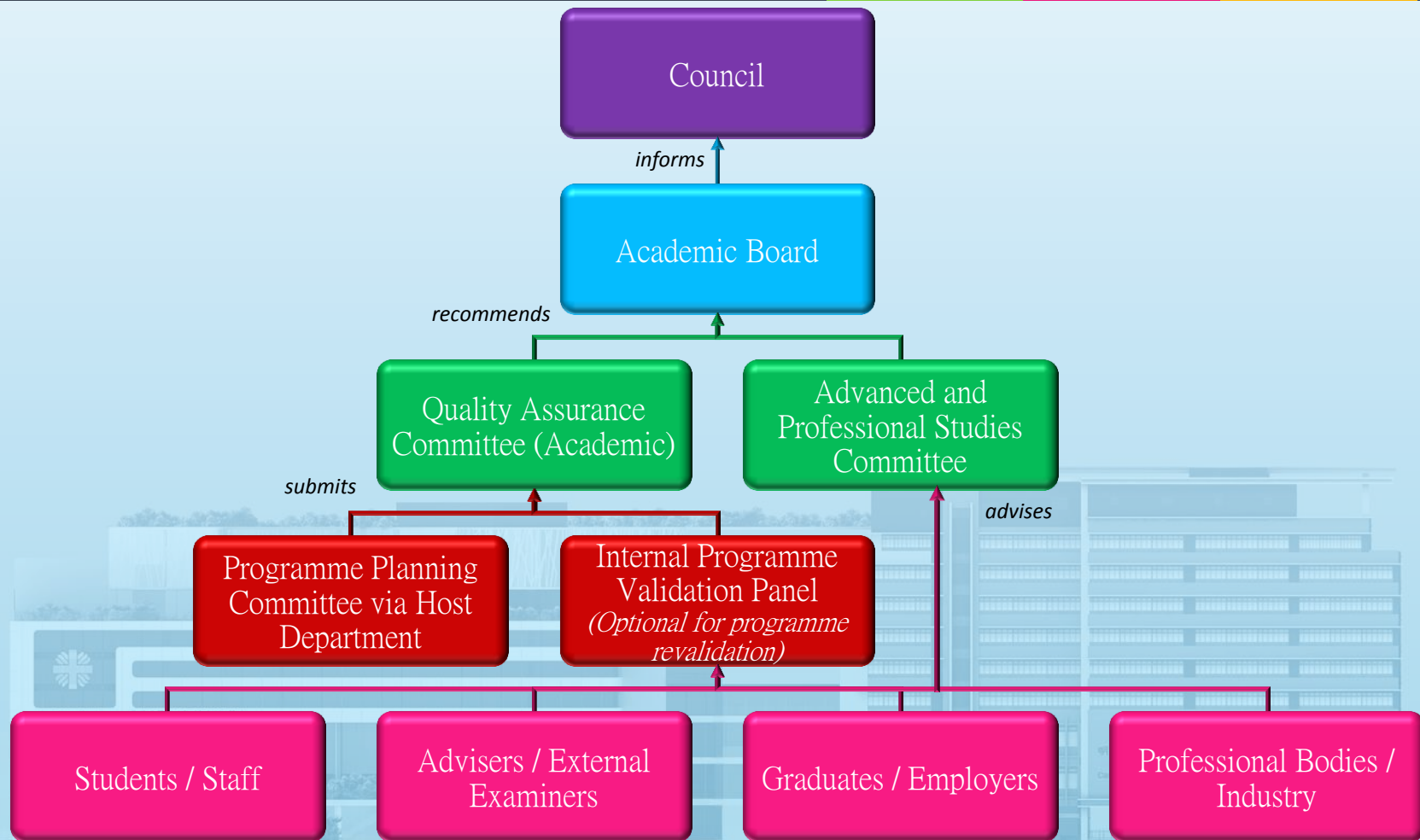
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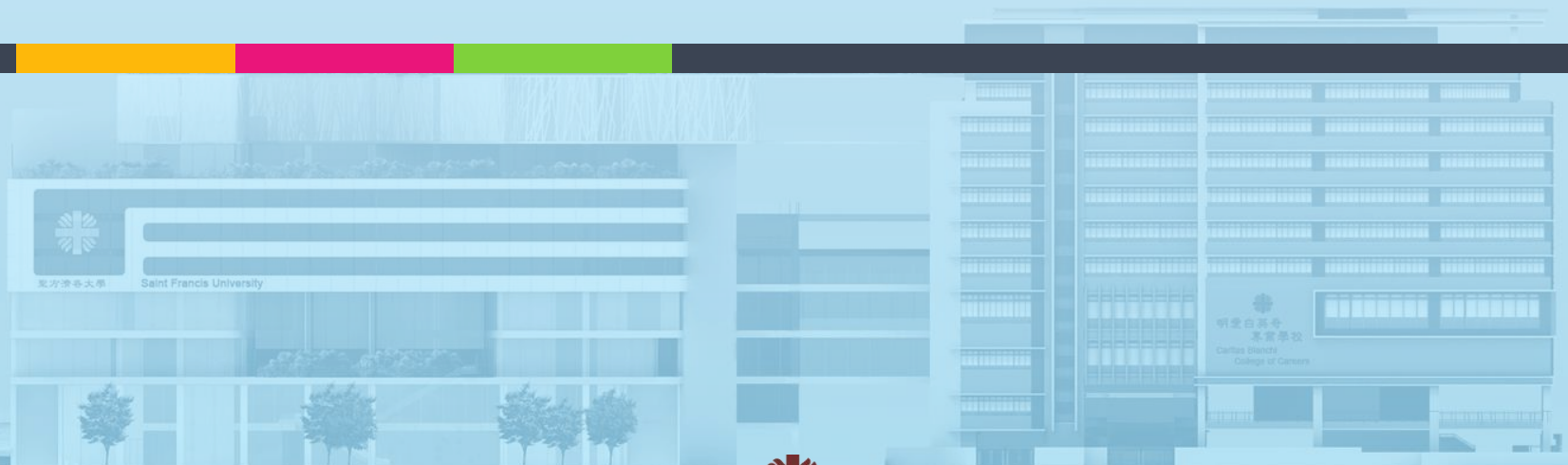
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Internal Check-and-Balance and Approval Process for a New Programme / Substantial Revision of Programme



3. Programme Delivery



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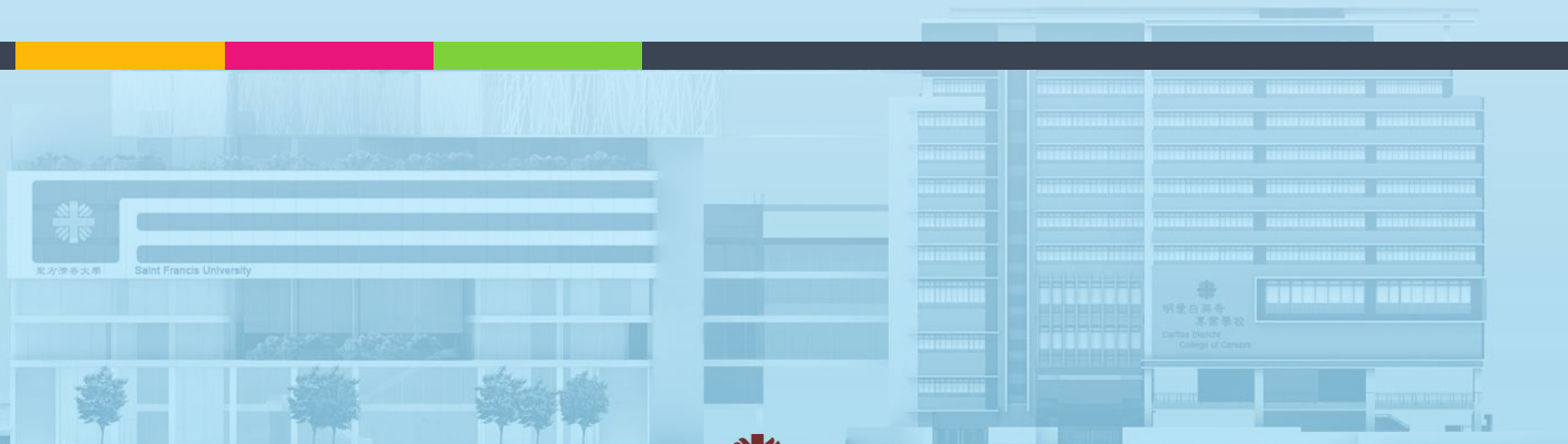
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Delivery of Programmes



4. Evaluation and Improvement



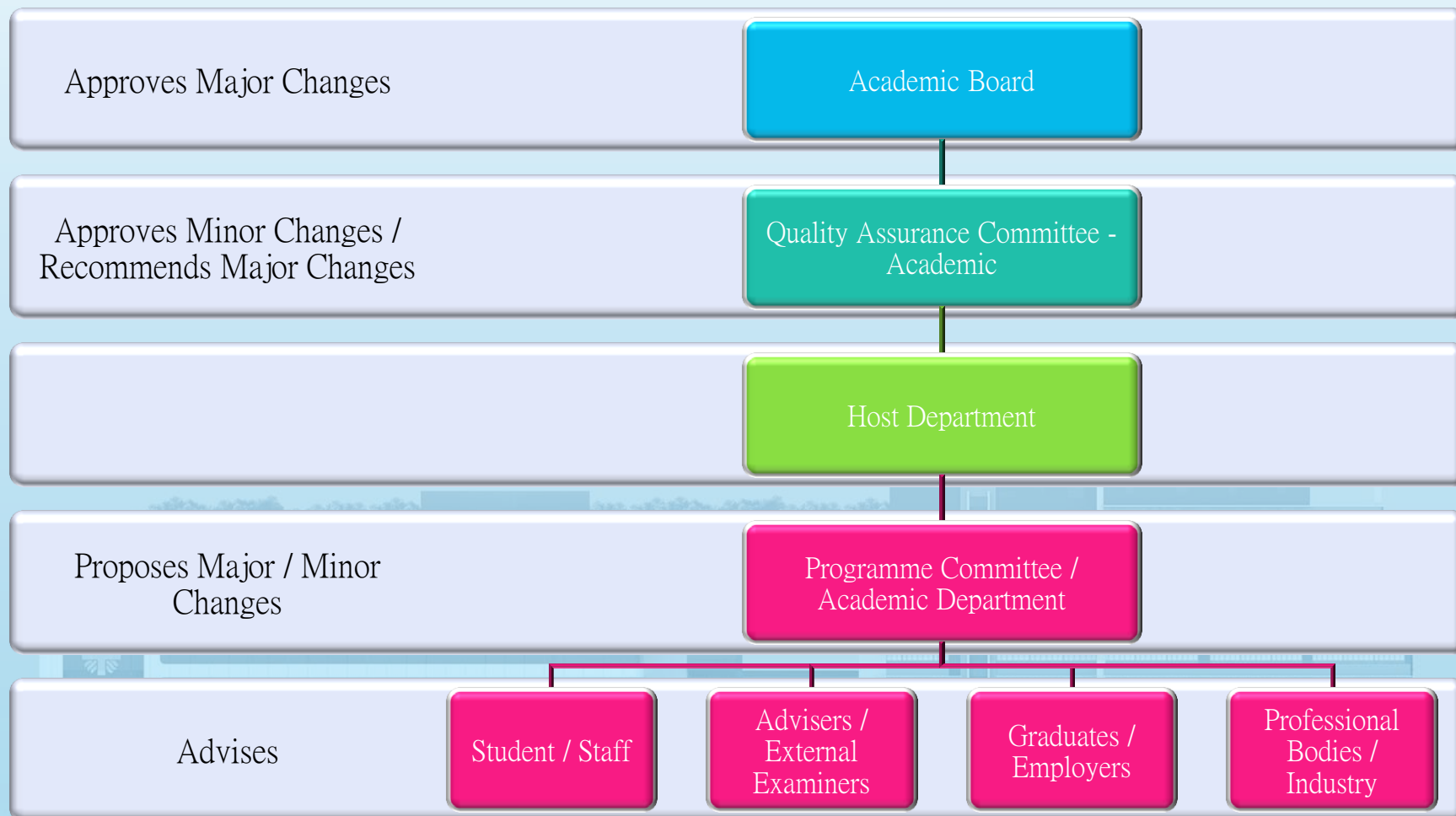
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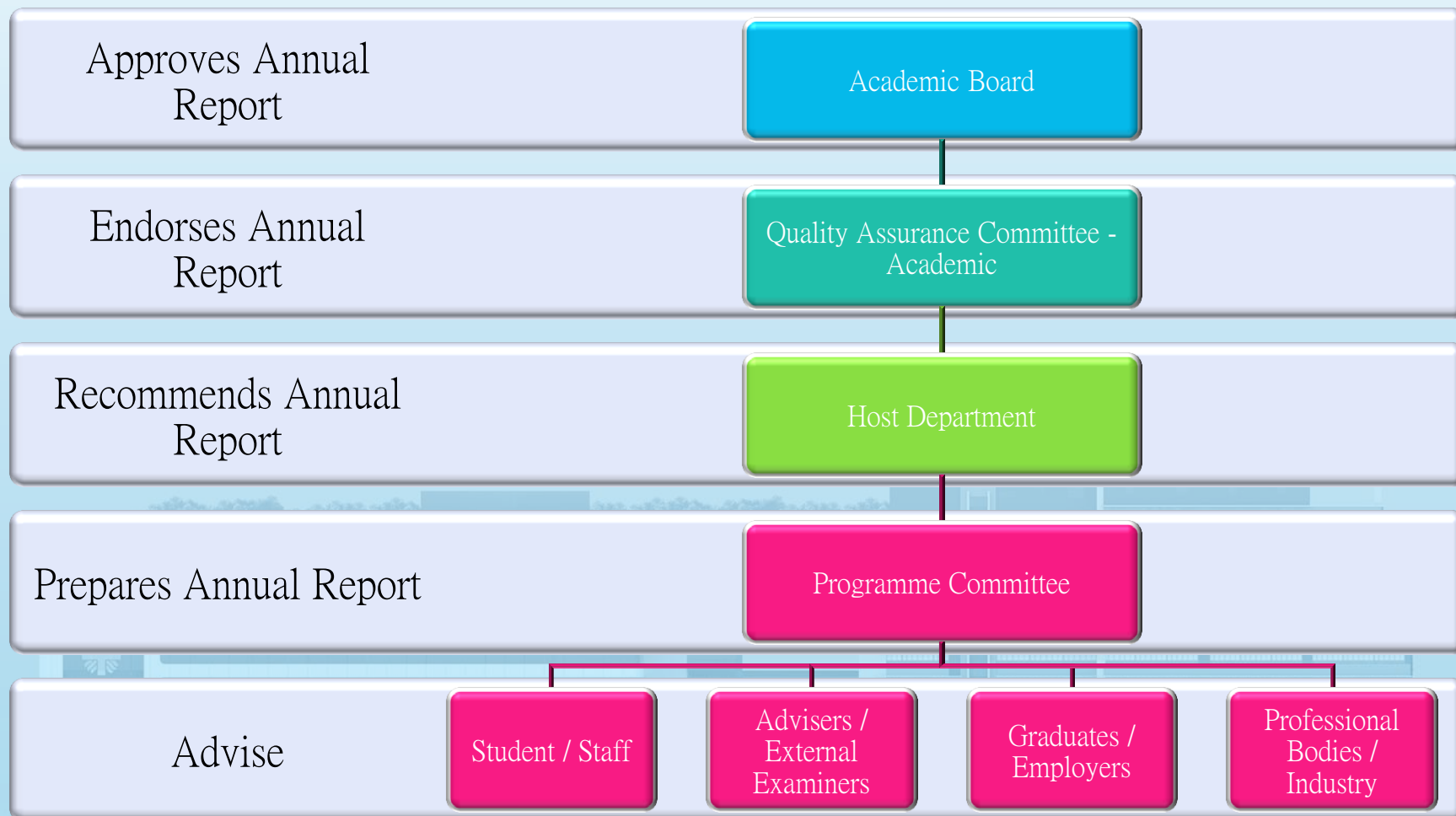
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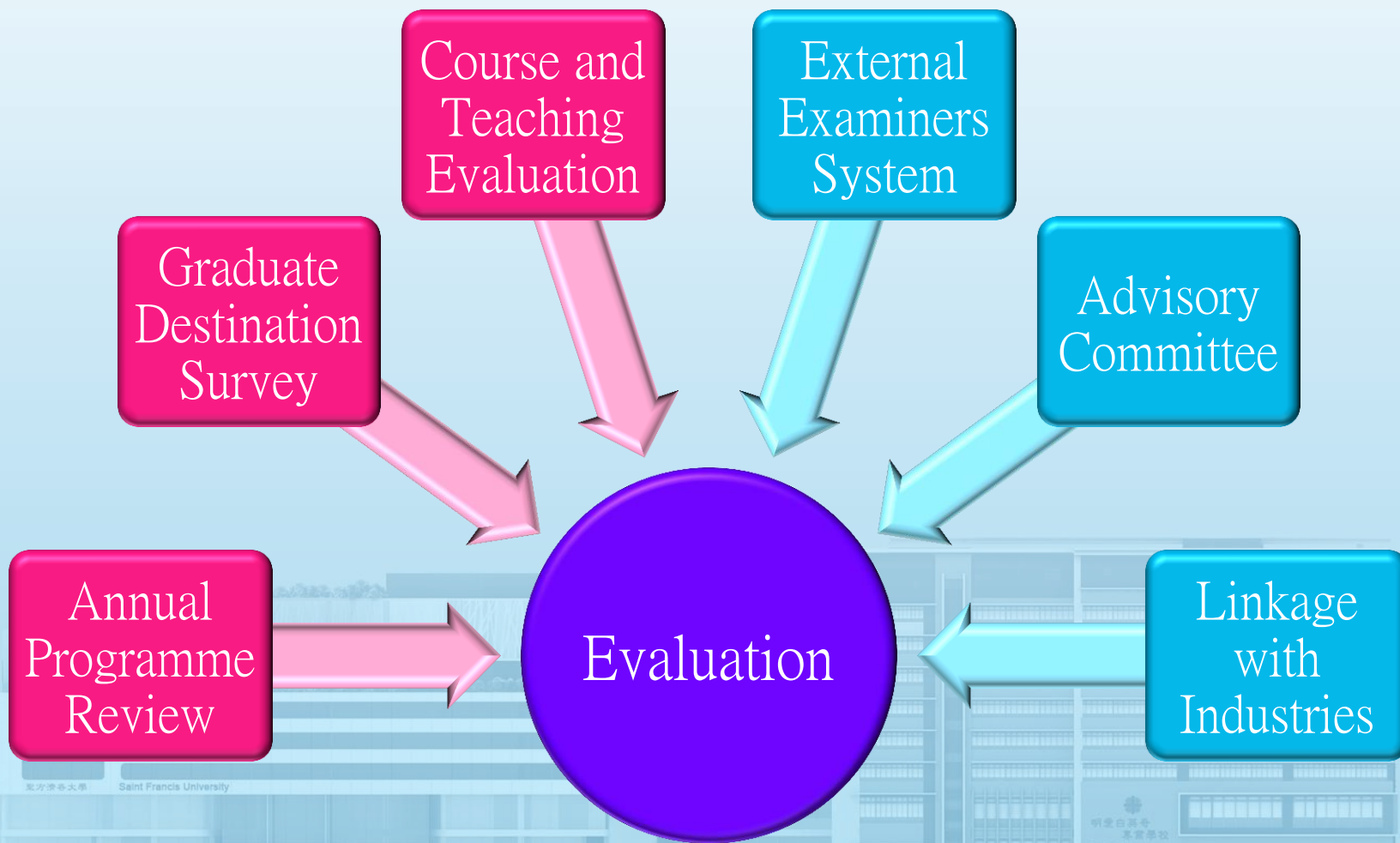
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Programme Modification Process



Annual Programme Review Process





Good practices (a recap)

Easy to follow
procedure

Everybody knows “why”

Built-in self improvement

In every step of the way

Questions

Guiding all participants

Thank you



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