



香港學術及職業資歷評審局
Hong Kong Council for Accreditation of
Academic & Vocational Qualifications

ACCREDITATION REPORT

**HKU SCHOOL OF PROFESSIONAL AND CONTINUING
EDUCATION**

AND

EDINBURGH NAPIER UNIVERSITY

LEARNING PROGRAMME ACCREDITATION

BACHELOR OF ARTS (HONOURS) SOCIAL SCIENCES

DECEMBER 2021

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HKCAAVQ Panel Membership

1. TERMS OF REFERENCE

1.1 Based on the Service Agreement (No.: AA738), the Hong Kong Council for Accreditation of Academic and Vocational Qualifications (HKCAAVQ), in the capacity of the Accreditation Authority as provided for under the Accreditation of Academic and Vocational Qualifications Ordinance (Cap. 592), was commissioned by HKU School of Professional and Continuing Education (HKU SPACE) and Edinburgh Napier University (ENU) (jointly as the Operator) to conduct a learning programme accreditation exercise with the following Terms of Reference:

- (a) To conduct an accreditation test as provided for in the AAVQO to determine whether the Bachelor of Arts (Honours) Social Sciences (BASS) programme of HKU School of Professional and Continuing Education and Edinburgh Napier University (the Operator) meets the stated objectives and HKQF standards and can be offered as an accredited programme; and

Programme title (English and Chinese, if any)	Exit award title (English and Chinese, if any)	NCR Registration / Reference Number ¹	Mode of study	Programme length	Major(s) leading to distinctive awards	Claimed HKQF level
Bachelor of Arts (Honours) Social Sciences 社會科學（榮譽）文學士	Bachelor of Arts (Honours) Social Sciences	452496	Full-time	2 years	N/A	5
			Part-time	2 years		
	Bachelor of Arts Social Sciences ²	452497	Full-time	1 year	N/A	5
			Part-time	1 year		

- (b) To issue to the Operator an accreditation report setting out the results of the determination in relation to (a) by HKCAAVQ.

2. HKCAAVQ'S DETERMINATION

2.1 HKCAAVQ has determined that, subject to the fulfilment of the condition set out below, the Bachelor of Arts (Honours) Social Sciences (BASS) programme meets the stated objectives and HKQF standard at Level 5 and can be offered as an accredited programme

¹ NCR Registration / Reference number: the number assigned by the Non-local Courses Registry (NCR) under the Non-local Higher and Professional Education (Regulation) Ordinance, to registered / exempted courses respectively.

² intermediate exit award

with a validity period of three years from 1 September 2022 to 31 August 2025.

2.2 Validity Period

2.2.1 The validity period will commence on the date specified below. Operators may apply to HKCAAVQ to vary the commencement date of the validity period. Applications will be considered on a case-by-case basis.

2.2.2 The maintenance of the accreditation status within the specified validity period is subject to the fulfilment of the requirement sets out in paragraph 2.4.1 by the specified deadline.

2.3 The determinations on the programme are specified as follows:

Name of Local Operator	HKU School of Professional and Continuing Education 香港大學專業進修學院
Name of Non-local Operator	Edinburgh Napier University
Name of Award Granting Body	Edinburgh Napier University
Title of Learning Programme	Bachelor of Arts (Honours) Social Sciences 社會科學（榮譽）文學士
Title of Qualification(s) [Exit Award(s)]	Bachelor of Arts (Honours) Social Sciences
Primary Area of Study and Training	Social Sciences
Sub-area (Primary Area of Study and Training)	Social and Behavioural Sciences
Other Area of Study and Training	Not applicable
Sub-area (Other Area of Study and Training)	Not applicable

HKQF Level	Level 5
HKQF Credits	240
Mode(s) of Delivery and Programme Length	Full-time, 2 years Part-time, 2 years
Intermediate Exit Award(s)	Bachelor of Arts Social Sciences
Start Date of Validity Period	1 September 2022
End Date of Validity Period	31 August 2025
Number of Enrolment(s)	One enrolment per year
Maximum Number of New Students	Full-time: 32 per year Part-time: 48 per year
Address of Teaching / Training Venue(s)	1. HKU SPACE Headquarters (with teaching venues available from HKU), T.T. Tsui Building, The University of Hong Kong, Pokfulam Road 2. Graduate House Learning Centre, Level P6, Graduate House, No. 3 University Drive, The University of Hong Kong 3. Admiralty Learning Centre, 2/F & 3/F, Admiralty Centre, 18 Harcourt Road 4. United Learning Centre, 6/F, United Centre, 95 Queensway 5. HKU SPACE Po Leung Kuk Stanley Ho Community College (HPSHCC) Campus, 66 Leighton Road, Causeway Bay 6. Fortress Tower Learning Centre, 1/F, 4/F, 10/F, 14/F, 19/F & 22/F, Fortress Tower, 250 King's Road, North Point 7. Island East Campus, 494 King's Road, North Point 8. Kowloon East Campus, 28 Wang Hoi Road, Kowloon Bay

2.4 Condition(s) (including pre-condition(s) for obtaining the HKCAAVQ accreditation status as applied for the commencement of the validity period; and requirement(s) for maintenance of the accreditation status within the validity period.)

2.4.1 Requirement

The Operator is to review the teaching and learning methods and revise relevant documentations with supplementary information as appropriate for two modules, (I) Preparation for Honours Project; and (II) Honours Project, showing that essential topics on research methodologies are to be covered in a more comprehensive and structured way for effective delivery of the two modules.

The Operator is to submit to HKCAAVQ the relevant documentary evidence with their corresponding approval record(s) on the fulfilment of the above requirement demonstrating how the essential topics on research methodologies are covered and delivered in the two modules **on or before 11 October 2022³** (para.4.4.7).

2.5 Recommendation

HKCAAVQ also offers the following recommendations for continuous improvement of the programme.

- 2.5.1 The Operator should keep exploring the feasibility of introducing elective modules to cater for individual needs of students (para. 4.3.2).
- 2.5.2 The Operator is to standardise the format of module handbooks with reference to good practise for effective learning and quality delivery of the Programme (para. 4.4.6).
- 2.5.3 The Operator is to promote peer learning and conduct collective supervision for effective teaching and learning of the Programme (para. 4.4.8).
- 2.5.4 The Operator should monitor the response rates of LES with effective measures to keep response rates of LES to a satisfactory level (para.4.7.3).

³ The deadline was set on 11 April 2022 in the interim report but changed to 11 October 2022 to meet the definition of requirement.

2.6 Advise

HKCAAVQ also offers the following advice for continuous improvement of the programme.

- 2.6.1 The Panel advised the Operator to designate resources to cultivate campus life for full-time students (para. 4.6.2).
- 2.6.2 The Panel advised the Operator to highlight the differences for the full-time and part-time modes of study and ensure that the students are well conversant with those differences when choosing their modes of study during application (para. 4.6.4).
- 2.6.3 The Panel advised the Operator to continue to strengthen English language proficiency and to devise rigours mechanisms and processes to assess English language proficiency (para. 4.6.5)
- 2.6.4 The Panel advised the Operator to monitor the demand for meeting spaces and assigned more meeting spaces to cope with student demands (para. 4.6.6).
- 2.7 HKCAAVQ will subsequently satisfy itself whether the Operator remains competent to achieve the relevant objectives and the programme continues to meet the standard to achieve the relevant objectives as claimed by the Operator. This will be by reference to, amongst other things, the Operator's fulfilment of any conditions and compliance with any restrictions stipulated in this Accreditation Report. For the avoidance of doubt, maintenance of accreditation status is subject to fulfilment of any condition and compliance with any restriction stipulated in this Accreditation Report.

3. INTRODUCTION

- 3.1 HKU SPACE was established as the Department of Extra Mural Studies (DEMS) of The University of Hong Kong (HKU) in 1956-57. It was renamed as the School of Professional and Continuing Education (SPACE) in 1992 and was incorporated as a non-profit-making company limited by guarantee in 1999. HKU SPACE offers part-time programmes through three Colleges namely, the College of Business and Finance, the College of Humanities and Law and the College of Life Sciences and Technology. Full-time non-local

degree programmes are also delivered through these three colleges. Full-time sub-degree programmes are delivered through the HKU SPACE Community College and the HKU SPACE Po Leung Kuk Stanley Ho Community College. Professional and executive education programmes in Mainland are provided by the Institute for China Business.

- 3.2 Edinburgh Napier University (ENU) was established in 1964 and was granted full university status in 1992. ENU is now one of the largest higher education establishments in Scotland with over 20,000 students. This includes around 5,000 international students studying both in Edinburgh and overseas – particularly in Hong Kong, Mainland China, Singapore, Myanmar, Switzerland and Sri Lanka – and nearly 3,000 students studying online worldwide. ENU offers around 250 courses at undergraduate and postgraduate levels, with a staffing complement of more than 1,600. There are six schools in ENU: The Business School, and the Schools of Arts & Creative Industries, Engineering & the Built Environment, Computing, Applied Sciences and Health & Social Care.
- 3.3 HKU SPACE and ENU have had a close relationship since 1970 when ENU was then known as the Napier College of Technology. This relationship had grown further since 2000, with the first students receiving degree awards in Marketing and Administrative and Information Management in 2002 and in Financial Services in 2004. In 2017, ENU became one of the School's Strategic International Partners. Currently HKU SPACE is in collaboration with the Business School, School of Applied Sciences and School of Arts & Creative Industries of ENU in offering 12 programmes
- 3.4 The School of Applied Sciences of ENU is responsible for developing, delivering, and enhancing the Programme. The programme is developed to meet the requirements of the UK Quality Code for Higher Education. HKU SPACE has been collaborating with ENU in offering the Programme since 2014/15. The full-time mode of the Programme was first introduced in 2014. It was offered for two intakes, then was suspended in 2016 due to a decline in enrolment. The part-time mode was first offered in 2015. The Programme underwent a programme review in 2019/20, during which the Programme Team identified the opportunity to re-launch the full-time mode of the Programmes as there was a growth in the number of graduates from the feeder programmes. The Programme Team now plans to re-introduce the full-time mode.

- 3.5 The Operator commissioned HKCAAVQ to conduct a Learning Programme Accreditation (LPA) for the BASS programme. HKCAAVQ formed an expert Panel for this LPA exercise (Panel Membership at Appendix). In view of the Coronavirus Disease (COVID-19) outbreak, the site visit was conducted via video conference and face-to-face meeting from 29 to 30 September 2021 to reduce social contact. *HKCAAVQ's Manual for the Four-stage Quality Assurance Process under the Hong Kong Qualifications Framework* (Version 1.2, November 2020) was the guiding document for the Operator and the Panel in conducting this exercise.
- 3.6 HKCAAVQ's Differentiation Approach did not apply to this exercise as it is the first LPA exercise for the Programme.

4. PANEL'S DELIBERATIONS

The following presents the Panel's deliberations on a range of issues pertinent to its major findings. For aspects of the accreditation standards where no observations are made they are considered to be appropriately addressed by the Operator.

4.1 Programme Objectives and Learning Outcomes

The learning programme must have objectives that address community, education and/or industry needs, with learning outcomes that meet the relevant HKQF standards, for all exit qualifications from the programme.

- 4.1.1 The Programme aims to provide students with a broad social sciences degree, which gives students a strong grounding in a broad range of social science disciplines and offers them the opportunity to cover a range of substantive topics. The Programme Objectives (POs) and Programme Intended Learning Outcomes (PILOs) are detailed in the accreditation document. The PILOs of the programme are categorised under two domains, namely (a) Knowledge and understanding; and (b) Skills and other attributes. The POs and PILOs shown in the Programme Specification are as follows:

Programme Objectives (POs)

1. To develop the ability to appreciate and evaluate theory, research findings and applications in social sciences; and

- encourage the development of critical thinking about the nature of social processes and social issues;
2. To allow the students to understand and conduct research in social science, both as members of groups and individually utilising a range of research methods, both quantitative and qualitative, through a programme of planned research training;
 3. To encourage independent and autonomous learning, ensuring that students assume increasing levels of responsibility for their own learning as they progress; and
 4. To provide students with the opportunity to develop a range of specific and specialist skills that lead to a variety of careers in social science, postgraduate education and research as well as in other professions.

Programme Intended Learning Outcomes (PILOs)

A. Knowledge and Understanding

On completion of this programme of study, students will have knowledge and understanding of:

A1	Key concepts, theories, research methods and findings in sociology and other social science disciplines;
A2	Real life applications of social science theories and findings, with specific detailed knowledge in selected applied areas;
A3	Current debates within social science on the current nature of the disciplines, their research paradigms and their applications, drawing on an understanding of historical antecedents; and
A4	Critical evaluation of theory, methodology and research in key areas of sociology, geography, psychology, criminology and politics.

B. Skills and other attributes

On completion of this programme of study, students will be able to:

B1	Identify appropriate primary and secondary sources of information on social issues and research original material with minimal supervision in order to assess, interpret and critique multiple sources of information;
B2	Communicate using visual and written methods including be able to write reports to appropriate standards and present information effectively as a member of a group and as an individual;
B3	Manage own learning, undertake a project using

	appropriate methodology under minimal supervision including dealing with complex ethical issues with an awareness of professional standards; and
B4	Evaluate arguments and knowledge of sources related to society.

4.1.2 The Operator provided the following to demonstrate how the Programme meets the HKQF standard at Level 5:

- (a) A mapping table showing the alignment between the POs and PILOs;
- (b) A mapping table showing the alignment between each module and PILOs;
- (c) A mapping table showing the alignment between each module and the GLD at HKQF Level 5; and
- (d) A mapping table showing the alignment between module assessments and PILOs.

4.1.3 The Panel was provided with the Summary of Major Findings of the Graduates Survey 2018-2021 for the Programme. The majority of graduates indicated that they satisfied with their studies. Furthermore, graduates who met the Panel expressed that the Programme prepared them for further study and/or employment.

4.1.4 After reviewing the above information, the Panel considered that the PILOs and the modules of the Programme reflected the stated POs, The HKQF standards at Level 5 have been met, and the evidence presented on graduate pathways reflect that the Programme is in general fit for purpose in the Hong Kong Context.

4.2 **Learner Admission and Selection**

The minimum admission requirements of the learning programme must be clearly outlined for staff and prospective learners. These requirements and the learner selection processes must be effective for recruitment of learners with the necessary skills and knowledge to undertake the programme.

4.2.1 The Panel noted the minimum entrance requirements of the Programme as follows:

Applicants shall:

1. hold an Associate Degree / a Higher Diploma / an Advanced Diploma in Social Sciences / Applied Social Sciences such as General Social Sciences, Sociology, Psychology, Criminal Justice, Youth or Social Services, etc. with a minimum cumulative GPA of 2.0; and
2. demonstrate English proficiency by having a minimum overall score of 6.0 on the IELTS or 550 on the TOEFL.

Graduates of HKU SPACE Associate Degree / Higher Diploma / Advanced Diploma, or graduates from a recognised institution where the medium of instruction is English, are normally regarded as having demonstrated the required English proficiency if they have obtained grade “C” or higher in the English course(s) of their respective Associate Degree / Higher Diploma / Advanced Diploma programmes.

4.2.2 The Panel also noted that applicants with other equivalent qualifications in a related social science discipline such as psychology, sociology, guidance and counselling, social welfare, legal studies, public policy and administration, etc. will also be considered. Applicants who hold qualifications that do not include sociology and psychology themes and an appropriate research methods module shall be required to undertake the following preparatory modules in advance of admittance to the Edinburgh Napier programme: “Introduction to Sociology”, “Introduction to Psychology” and “Introduction to Social Research Methods” offered by HKU SPACE.

4.2.3 The Panel noted the Programme Team at HKU SPACE serves as an Admissions Co-ordinators for receiving student applications and administering the application process, including the offering of acceptance, based on Edinburgh Napier’s application forms, guidelines and agreed entry criteria. The Programme Leader of HKU SPACE is the main coordinator responsible for receiving and collating applications of students, and the Programme Leader at ENU is responsible for considering special cases as may be recommended by the Programme Team in Hong Kong.

- 4.2.4 The Operator proposes to maintain the maximum number of new students per year for the upcoming five academic years with the following yearly maximum number of new students:

	2021/22	2022/23	2023/24	2024/25	2025/26
Full-time	32	32	32	32	32
Part-time	48	48	48	48	48

- 4.2.5 In consideration of the above information, the Panel formed the view that the minimum admission requirements and student selection process of the Programme is effective for recruiting students with the necessary skills and knowledge to undertake the Programme.

4.3 Programme Structure and Content

The structure and content of the learning programme must be up-to-date, coherent, balanced and integrated to facilitate progression in order to enable learners to achieve the stated learning outcomes and to meet the programme objectives.

- 4.3.1 The top-up programme offered by the Operator, provided in both full-time and part-time modes, comprises a total of 240 HKQF credits and is pitched at HKQF Level 5. The Programme comprises 11 compulsory modules, taught over two years. For the full-time study mode, students study 60 credits in each trimester 1 and 2 of each year, with the summer used for vacation and reassessment. For the part-time programme, students study 40 credits per trimester throughout the 24 months.

Programme Structure – Full-time mode

Module No.#	Modules	Contact Hours	HKQF Credits	HKQF Level	SCQF Level
Year 3					
Trimester 1					
1	Researching the Social Sciences	33	20	5	9
2	Social Psychology 2	33	20	5	9
5	Social and Cultural Landscapes	33	20	5	9
Trimester 2					
3	Work Psychology	33	20	5	9
4	Violence and Society	33	20	5	9
6	Environment, Politics and Society	33	20	5	9

Year 4					
Trimester 1					
7	Organisational Psychology	33	20	5	10
8	Social Identities	33	20	5	10
9	Preparation for Honours Project	8	20	5	10
Trimester 2					
10	Science, Technology and Society	33	20	5	10
11	Honours Project	10.25	40	5	10
	TOTAL	315.25	240		

Programme Structure – Part-time mode

Module No.	Modules	Contact Hours	HKQF Credits	HKQF Level	SCQF Level
Year 3					
Trimester 1					
1	Researching the Social Sciences	33	20	5	9
2	Social Psychology 2	33	20	5	9
Trimester 2					
3	Work Psychology	33	20	5	9
4	Violence and Society	33	20	5	9
Trimester 3					
5	Social and Cultural Landscapes	33	20	5	9
6	Environment, Politics and Society	33	20	5	9
Year 4					
Trimester 1					
7	Organisational Psychology	33	20	5	10
8	Social Identities	33	20	5	10
Trimester 2					
9	Preparation for Honours Project	8	20	5	10
10	Science, Technology and Society	33	20	5	10
Trimester 3					
11	Honours Project	10.25	40	5	10
	TOTAL	315.25	240		

4.3.2 The Panel noted that the Programme does not offer electives which is different from the home programme and raised a concern that offering of electives should be available given the skills and knowledge required in different areas of Social Science are broad. The inclusion of electives had been raised in the Report on the Programme Review Meeting recommending the Programme Team to consider providing electives for the students if possible. When meeting with students and graduates, they supported the offering of electives will make the Programme more attractive. During discussion with the Programme Team, the Panel understood from the Operator the challenges of providing elective modules because of the small number of students. Having considered responses from various stakeholders, with the anticipated growing number of student enrolment from the introduction of full-time mode, the Panel

recommended the Operator should keep exploring the feasibility of introducing elective modules to cater for individual needs of students.

- 4.3.3 In consideration of the above information, notwithstanding the recommendation above, the Panel formed the view that the structure and content of the Programme have been effective in enabling students to achieve the stated learning outcomes and the required standard.

4.4 Learning, Teaching and Assessment

The learning, teaching and assessment activities designed for the learning programme must be effective in delivering the programme content and assessing the attainment of the intended learning outcomes.

- 4.4.1 The Programme will be delivered to students in both full-time and part-time modes. The medium of instruction of the Programme is English. The programme employs a range of learning and teaching delivery methods, such as lectures, tutorial and honours project. Both full-time and part-time students will attend the same block lectures with a maximum class size of 80 when ENU teachers visit Hong Kong. The maximum class size of different teaching and learning activities are as follow:

Activities	Full-time mode	Part-time mode
Lecture	32 students	48 students
Tutorial	16 students	24 students

- 4.4.2 For the terminal exit award, Bachelor of Arts (Honours) Social Sciences, students have to satisfy all programme requirement and gained a minimum of 480 credits comprising: (a) 240 exemption credits; (b) 120 credits at SCQF level 9; and 120 credits at SCQF 10, including 40 credits achieved from a dissertation or final year project. Meanwhile, for the intermediate exit award, Bachelor of Arts Social Sciences, students have to satisfy all programme requirements and gained a minimum of 360 credits comprising: (a) 240 exemption credits; and (b) 120 credits at SCQF level 9.

4.4.3 The Panel was provided with the following information regarding learning, teaching and assessment:

- (a) Academic Regulations of ENU;
- (b) Programme Handbook of the Programme
- (c) Module Information which set out the objectives, intended learning outcomes, teaching and learning activities, syllabus, assessment, pre-requisite and required and recommended read of individual modules;
- (d) Module Handbooks for all modules;
- (e) Tutor Support Guides for all modules;
- (f) ENU Invigilator Handbook (table of content only);
- (g) HKU SPACE International College Student Handbook (excerpt); and
- (h) Sample marked assessment papers with respective assessment rubrics and marking schemes.

4.4.4 The Operator provided the Panel the pass rate and mark distribution of each module, comments of the External Examiner, and samples of marked scripts of high, medium and low performance from the following three modules of the Programme along with the associated assessment papers and marking scheme/ assessment rubrics.

Social Psychology 2
Social and Cultural Landscapes
Honours Project

4.4.5 The teaching materials for all modules are provided by ENU Module Leaders in line with the content delivered in Scotland. To develop students' understanding of the local environment in Hong Kong, especially their knowledge in Social Sciences and local practices, the local teachers will use and discuss related theories, local examples and cases in class to enhance the contextualisation of the programme content.

4.4.6 Students are provided with Module Handbooks which provide useful and essential information to students, e.g. module introduction; reading and other resources; overview of topics and module assessment guidelines, etc. The Panel noted that the format of module handbooks is not standardised. Some of them provide more detailed information, e.g. *Work Psychology* and *Organisational Psychology*, while some provide only necessary topics, e.g. *Researching the Social Sciences* and *Violence and Society*. It was learnt from the Operator that module handbooks are prepared by their respective module leaders which cause the difference. The

Panel considered that this inconsistency is not desirable and may hinder effective delivery, and **recommended** the Operator to standardise the format of module handbooks with reference to good practise for effective learning and quality delivery of the Programme.

- 4.4.7 The Panel noted that students are required to conduct a research project independently through the *Preparation for Honours Project* and *Honours Project* modules which carry a total of 60 credits with 18.25 contact hours. The Module Handbook for these two modules is a combined one which provides brief format and structure on the delivery of these two modules. The Programme Team explained that all necessary steps of a research were in fact infused in various modules and further information were tabled for the consideration of the Panel. The *Honour Project* is a consolidation of learning experience through the proper supervision by their individual supervisors. When meeting with students and graduates, they all agreed that the *Honours Project* was an invaluable experience and most challenging component of the Programme. Even though they reflected that their supervisors were helpful, informative and supportive, more guidance and detailed information will be vital in helping them to perform their expected roles and complete the research. The Panel considered that detailed information and a step-by-step guide will be helpful for students, in particular to students undertaking researches at undergraduate level. To ensure the effective learning and teaching of the two modules and quality delivery of the Programme, the Panel therefore stipulate the following requirement:

Requirement

The Operator is to review the teaching and learning methods and revise relevant documentations with supplementary information as appropriate for two modules, (I) *Preparation for Honours Project*; and (II) *Honours Project*, showing that essential topics on research methodologies are to be covered in a more comprehensive and structured way for effective delivery of the two modules.

The Operator is to submit to HKCAAVQ the relevant documentary evidence with their corresponding approval record(s) on the fulfilment of the above requirement demonstrating how the essential topics on research methodologies are covered and delivered in the two modules **on or before 11 October 2022.**

4.4.8 For supervision of the *Honours Project*, the Operator adopted an individual supervision approach which is useful and beneficial to student learning experience. It also helps to safeguard the high quality of *Honours Project*. Supervisors and students have various means of communication channels, including emails, phone calls, social media, and regular face-to-face meetings, to keep continuous communication building-up trust and rapport in working collaboratively throughout the *Honours Project*. The Panel considered that the current arrangement is manageable under the current enrollment number and gave the advice individually. With the anticipated increase in student numbers under the same staff establishment, the Panel had a concern for the teaching team to maintain the same quality of supervision. Furthermore, students conducting research on similar topics or guiding by the same supervisors can be benefited by sharing of knowledge, idea and experience. Students and graduates shared this view that peer learning can promote interaction and lead to more engaging and collaborative learning experience. The Panel **recommended** the Operator to promote peer learning and conduct collective supervision for effective teaching and learning of the Programme.

4.4.9 Notwithstanding the above requirement and recommendations, the Panel held the view that the learning, teaching and assessment activities designed for the programme are appropriate.

4.5 **Programme Leadership and Staffing**

The Operator must have adequate programme leader(s), teaching/training and support staff with the qualities, competence, qualifications and experience necessary for effective programme management, i.e. planning, development, delivery and monitoring of the programme. There must be an adequate staff development scheme and activities to ensure that staff are kept updated for the quality delivery of the programme.

4.5.1 The Programme is jointly overseen by the senior management teams of HKU SPACE and ENU, and administered by the joint Programme Team of HKU SPACE and ENU, with the assistance of programme support staff. The Programme Team is headed by the Programme Leaders from HKU SPACE and ENU. The Programme Leaders are primarily responsible for programme development, management and admission exercise. They are also in charge of monitoring the performance of teaching staff and the academic progression of students.

4.5.2 The Panel was provided with the following information on staffing:

- (a) For the Programme, ENU requires that locally recruited teachers qualify for the programme being taught.
- (b) In HKU SPACE, upon the HKU SPACE Programme Leader's recommendations, all local teachers must be approved by ENU, and it is to ensure that only the most knowledgeable, qualified and experienced teachers are appointed. The HKU SPACE teachers must hold at least a Master's degree in relevant disciplines, have at least three years of experience in the related field of practice; and two years of teaching experience in relevant subject areas at an appropriate level. Appointment for senior levels will require more extensive and substantial experience.
- (c) Before they are appointed, part-time teachers of HKU SPACE have to be screened through an interview and selection process. The appointment process is monitored by the Teacher Support Unit within the Registry Affairs Team, which coordinates the services for and organises support to all part-time teachers.
- (d) Upon the HKU SPACE Programme Leader's recommendations, all local teachers must be approved by ENU.

4.5.3 The Operator also provides the staff profiles of the Management and Teaching Teams of both HKU SPACE and ENU. The Teaching Staff Planned for the Programme in the coming years are as follows:

		2021/22	2022/23	2023/24	2024/25	2025/26
Number of ENU Teaching Staff	FT	9	9	9	9	9
	PT	n/a	n/a	n/a	n/a	n/a
Number of HKU SPACE Teaching Staff	FT	2	2	2	2	2
	PT	9	9	9	9	9

4.5.4 For ENU, academic staff are expected to undertake scholarly activity including attendance and presentation at conference, research, publication, reading, and external examinership. All newly joined staff will receive a comprehensive induction to the university and their own school and an Academic Induction event. Staff development days are scheduled for all staff to undertake relevant development activities to acquire or update knowledge and skills related to their roles.

- 4.5.5 For HKU SPACE, staff development is a joint responsibility between the individual staff and the immediate supervisor, the College / Unit head, and the School. There is a Continuing Personal / Professional Development (CPD) Scheme for full-time staff members in order to recognise staff effort in enhancing their professional knowledge and skills, and encourage personal development for self-enhancement. Outstanding Teacher Awards (OTA) will be conferred every year to teachers who demonstrate excellence in teaching and have high impact in the advancement of students' learning. The Panel was provided with a list of training courses (in-house) organised for teachers in 2020/21.
- 4.5.6 The Operator explained that part-time teaching staff members can bring in their academic and professional expertise from their respective frontline practice in social care and related field of human services in the local community context. After reviewing the profiles of teaching staff and their CVs, the Panel noted that two of them are pursuing their doctoral degrees; two are clinical psychologists; and more than two are research active. The Panel formed the view that the Operator has sufficient qualified staff to deliver the Programme and supervise the *Honours Project*. The Panel learned from student representatives that teaching staff were helpful and responsive to their needs and inquiries during the site visit. The Panel received strong student feedback indicating that their learning experiences were positive.
- 4.5.7 After considering the above information, the Panel formed the view that there are adequate and qualified teaching staff for effective programme management.

4.6 **Learning, Teaching and Enabling Resources/Services**

The Operator must be able to provide learning, teaching and enabling resources/services that are appropriate and sufficient for the learning, teaching and assessment activities of the learning programme, regardless of location and mode of delivery.

- 4.6.1 The Panel was provided with the Income and Expenditure Summary from 2021/22 to 2025/26 for both full-time and part-time mode of the Programme. The breakeven number of full-time and part-time modes of the Programmes are noted. From the financial projection, the Panel noted that there is a projected surplus in the coming years. Based on the information provided, the Panel considered that the

Operator has adequate financial resources to support the programme.

- 4.6.2 The Panel noted that when the Programme was first collaboratively approved in 2014 by the HKU Board for Continuing and Professional Education and Lifelong Learning, full-time mode was offered but suspended in 2016. The Operator intended to re-introduce the full-time mode in response to the growth in the number of graduates from various Social Sciences sub-degree and /or feeder programmes by HKU SPACE. In addition to a programme induction or orientation jointly organised by the Programme Teams of ENU and HKU SPACE for both full-time and part-time students, a Welcome Day will be organised by the HKU SPACE International College (IC) for new full-time students to cover areas on the operations and administration of IC; student development and counselling services; and other learning support services. After reviewing the support and services to be provided for full-time students, the Panel **advised** the Operator to designate resources to cultivate campus life for full-time students.
- 4.6.3 The Panel noted that the main teaching venue for full-time students is the HKU SPACE International College at United Centre (6/F), Admiralty. Whereas, for part-time students, classes will be held at other HKU SPACE Learning Centres. A tour of the Admiralty Learning Centre and United Learning Centre was arranged by the Operator. The Panel noted that selected classrooms were equipped with state of the arts equipment for on-line teaching and learning with an upgrade plan to make those as standard provision.
- 4.6.4 The Panel noted that tuition fees and duration of study for full-time and part-time modes are the same but selected facilities can be accessed by full-time students only. The Panel raised a concern that this arrangement may lead to student grievances. The Operator responded that the two modes of study are targeting different student segments. Currently, part-time students are mostly engaged in full-time employment and they are aware that they could not be accessed to certain facilities. Nevertheless, the Panel **advised** the Operator to highlight the differences for the full-time and part-time modes of study and ensure that the students are well conversant with those differences when choosing their modes of study during application.
- 4.6.5 The Panel noted from the submission of the Operator that English language proficiency is an issue students struggle with. After reviewing the marked scripts at various levels and meeting with student representatives, the Panel noted that English proficiency of

students was adequate to pursue the study. When meeting with the Programme Team, the Panel was assured that this was being positively responded and provided with clarifications of the support being put in place. As English language proficiency is critical to the future success of the Programme, the Panel **advised** the Operator to continue to strengthen English language proficiency and to devise rigours mechanisms and processes to assess English language proficiency.

- 4.6.6 The Panel learnt that, in the course of the *Honours Project*, students will have to meet with their Honour Project supervisors frequently and there is a high demand for meeting spaces at the counselling rooms provided at selected learning centres or public student areas which have to be shared with other students. With the launch of full-time mode and increase in student number, demand for one-to-one meeting spaces is expected to rise. The Panel **advised** the Operator to monitor the demand for meeting spaces and assigned more meeting spaces to cope with student demands.
- 4.6.7 The Panel also noted that students are eligible to access The University of Hong Kong Libraries and a wide range of ENU Library online resources. When meeting with student representatives, some reflected that they can only get access to statistical software, SPSS, from computer laboratories at various learning centres where advance bookings by staff were required. The Operator subsequently clarified that group license for SPSS under ENU platform was available to all students, which improved responding to students' needs for completion of the *Honours Project*.
- 4.6.8 In consideration of the above information, notwithstanding the advice above, the Panel was of the view that the Operator has adequate financial and physical resources with appropriate services provided to support the delivery of the Programme.

4.7 **Programme Approval, Review and Quality Assurance**

The Operator must monitor and review the development and performance of the learning programme on an on-going basis to ensure that the programme remains current and valid and that the learning outcomes, learning and teaching activities and learner assessments are effective to meet the programme objectives.

- 4.7.1 The Panel reviewed the following information and documents with regard to on-going monitoring and review of the Programme:
- (a) Collaborative Agreement (excerpt);
 - (b) Learning Experience Survey (LES) Results for 2020/21;
 - (c) Minutes of Academic Committee Meeting dated 11 December 2018 and 3 February 2021;
 - (d) External Examiners Annual Reports for 2018/19 and 2019/20;
 - (e) HKU SPACE Annual Monitoring Report (part-time Mode) 2017/18 and 2019/20;
 - (f) Programme Review Report in October 2019;
 - (g) Pass rate and mark distribution of each module, graduation rate and distribution of award classifications; and
 - (h) Summary of Major Findings of the Graduate Survey for the 2018-2021 Cohorts.
- 4.7.2 The ENU Programme Leader is responsible for the management and annual review of the Programme, as well as the implementation of changes following the university's quality assurance processes. They work closely with HKU SPACE to manage the introduction of any changes to the Programme, such as syllabus revisions, updating study materials, any structural changes and revisions to the Programme.
- 4.7.3 The Panel noted the operation of the LES and measures in place to ensure anonymity of students. Despite efforts made by the Operator to ensure a reasonably high response rate, there were selected modules, e.g. *Social Psychology 2* and *Social Identities*, where responses rates were not satisfactory. With the launching of an online LES system in January 2022, the Panel had the view that students may feel less obligated to complete the survey. In this connection, the Panel **recommended** the Operator should monitor the response rates of LES with effective measures to keep response rates of LES to a satisfactory level.
- 4.7.4 Notwithstanding the above recommendation, the Panel considered that Operator had monitored and reviewed the development and performance of the Programme on an on-going basis to ensure quality assurance mechanisms are in place to approve, monitor and review the quality delivery of the Programme.

5. IMPORTANT INFORMATION REGARDING THIS ACCREDITATION REPORT

5.1 Variation and withdrawal of this Accreditation Report

5.1.1 This Accreditation Report is issued pursuant to section 5 of the AAVQO, and contains HKCAAVQ's substantive determination regarding the accreditation, including the validity period as well as any conditions and restrictions subject to which the determination is to have effect.

5.1.2 HKCAAVQ may subsequently decide to vary or withdraw this Accreditation Report if it is satisfied that any of the grounds set out in section 5 (2) of the AAVQO apply. This includes where HKCAAVQ is satisfied that the Operator is no longer competent to achieve the relevant objectives and/or the Programme no longer meets the standard to achieve the relevant objectives as claimed by the Operator (whether by reference to the Operator's failure to fulfil any conditions and/or comply with any restrictions stipulated in this Accreditation Report or otherwise) or where at any time during the validity period there has/have been substantial change(s) introduced by the Operator after HKCAAVQ has issued the accreditation report(s) to the Operator and which has/have not been approved by HKCAAVQ. Please refer to the '*Guidance Notes on Substantial Change to Accreditation Status*' in seeking approval for proposed changes. These Guidance Notes can be downloaded from the HKCAAVQ website.

5.1.3 If HKCAAVQ decides to vary or withdraw this Accreditation Report, it will give the Operator notice of such variation or withdrawal pursuant to section 5(4) of the AAVQO.

5.1.4 The accreditation status of Operator and/or Programme will lapse immediately upon the expiry of the validity period or upon the issuance of a notice of withdrawal of this Accreditation Report.

5.2 Appeals

5.2.1 If the Operator is aggrieved by the determination made in this Accreditation Report, then pursuant to Part 3 of the AAVQO the Operator has a right of appeal to the Appeal Board. Any appeal must be lodged within 30 days of the receipt of this Accreditation Report.

- 5.2.2 If the Operator is aggrieved by a decision to vary or withdraw this Accreditation Report, then pursuant to Part 3 of the AAVQO the Operator has a right of appeal to the Appeal Board. Any appeal must be lodged within 30 days of the receipt of the Notice of Withdrawal.
- 5.2.3 The Operator should be aware that a notice of variation or withdrawal of this Accreditation Report is not itself an accreditation report and the right to appeal against HKCAAVQ's substantive determination regarding accreditation arises only from this Accreditation Report.
- 5.2.4 Please refer to Cap. 592A (<http://www.legislation.gov.hk>) for the appeal rules. Details of the appeal procedure are contained in section 13 of the AAVQO and can be accessed from the QF website at <http://www.hkgf.gov.hk>.

5.3 **Qualifications Register**

- 5.3.1 Qualifications accredited by HKCAAVQ are eligible for entry into the Qualifications Register ("QR") at <http://www.hkqr.gov.hk> for recognition under the QF. The Operator should apply separately to have their quality-assured qualifications entered into the QR.
- 5.3.2 Only learners who commence the study of the named accredited learning programme during the validity period and who have graduated with the named qualification listed in the QR will be considered to have acquired a qualification recognised under the HKQF.

**HKU School of Professional and Continuing Education and
Edinburgh Napier University**

**Learning Programme Accreditation for
Bachelor of Arts (Honours) Social Sciences**

29 – 30 September 2021

Panel Membership

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* The Panel Secretary is also a member of the Accreditation Panel.

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Corrigendum – to publish

On page 7, last sentence of para. 4.1.1, of the Accreditation Report:

Original:

4.1.1 ...The POs and PILOs shown in the Programme Specification are as follows:

Change to:

4.1.1 ...The POs and PILOs shown in the programme specification are as follows:

~~ End ~~

WONG, Wan-man
Registrar

Ref: 100/28/03
19 January 2022
Joh/ELi/WmW/jnl

