



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

ACCREDITATION REPORT

**SCHOOL OF CONTINUING AND PROFESSIONAL
EDUCATION, CITY UNIVERSITY OF HONG KONG
AND
UNIVERSITY OF WOLVERHAMPTON**

**LEARNING PROGRAMME ACCREDITATION
BACHELOR OF SCIENCE (HONOURS) IN PROPERTY
MANAGEMENT AND REAL ESTATE**

MARCH 2023

Table of Contents

	<u>Page</u>
1. TERMS OF REFERENCE.....	1
2. HKCAAVQ'S DETERMINATION	2
3. INTRODUCTION.....	4
4. PANEL'S DELIBERATIONS	5
4.1 <i>Programme Objectives and Learning Outcomes</i>	5
4.2 <i>Learner Admission and Selection</i>	8
4.3 <i>Programme Structure and Content</i>	12
4.4 <i>Learning, Teaching and Assessment</i>	14
4.5 <i>Programme Leadership and Staffing</i>	15
4.6 <i>Learning, Teaching and Enabling Resources/Services</i>	17
4.7 <i>Programme Approval, Review and Quality Assurance</i>	18
5. IMPORTANT INFORMATION REGARDING THIS ACCREDITATION REPORT	18

Appendix

HKCAAVQ Panel Membership

1. TERMS OF REFERENCE

1.1 Based on the Service Agreement (No.: AA851), 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 School of Continuing and Professional Education (SCOPE), City University of Hong Kong (CityU) and University of Wolverhampton (UoW), jointly as the Operator to conduct Learning Programme Accreditation with the following Terms of Reference:

- (a) To conduct an accreditation test as provided for in the AAVQO to determine whether the programme of School of Continuing and Professional Education, City University of Hong Kong and University of Wolverhampton (the Operator) (with specifications under (c)) meets the stated objectives and HKQF standards and can be offered as an accredited programme;
- (b) To issue to the Operator an accreditation report setting out the results of the determination in relation to (a) by HKCAAVQ; and
- (c) Specifications of the Programme seeking accreditation status:

Programme title (English and Chinese, if any)	Exit award title (English and Chinese, if any)	NCR Registration/ Reference Number¹	Mode of study	Programme length	Major(s) leading to distinctive awards	Claimed HKQF level
Bachelor of Science (Honours) in Property Management and Real Estate 物業管理及房地產榮譽理學士	Bachelor of Science (Honours) in Property Management and Real Estate 物業管理及房地產榮譽理學士	453259	Part-time	24 months	N/A	5

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. HKCAAVQ'S DETERMINATION

2.1 HKCAAVQ has determined that the Programme meets the stated objectives and QF standard at Level 5 and can be offered as an accredited programme with a validity period of four years.

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.

2.3 The determinations on the Programme are specified as follows:

Name of Local Operator	School of Continuing and Professional Education, City University of Hong Kong 香港城市大學專業進修學院
Name of Non-local Operator	University of Wolverhampton
Name of Award Granting Body	University of Wolverhampton
Title of Learning Programme	Bachelor of Science (Honours) in Property Management and Real Estate 物業管理及房地產榮譽理學士
Title of Qualification (Exit Award)	Bachelor of Science (Honours) in Property Management and Real Estate 物業管理及房地產榮譽理學士
Primary Area of Study and Training	Business and Management
Sub-area (Primary Area of Study and Training)	Property and Facilities Management
Other Area of Study and Training	Not applicable
Sub-area (Other Area of Study and Training)	Not applicable
HKQF Level	Level 5

HKQF Credits	180
Mode of Delivery and Programme Length	Part-time, 24 months
Intermediate Exit Award	Not applicable
Start Date of Validity Period	1 September 2023
End Date of Validity Period	31 August 2027
Number of Enrolments	One enrolment per year
Maximum Number of New Students	60 per year – 2023-24 70 per year – 2024-25 80 per year – 2025-26 90 per year – 2026-27
Address of Teaching / Training Venues	(1) City University of Hong Kong, Tat Chee Avenue, Kowloon Tong, Kowloon (2) CityU SCOPE Tsim Sha Tsui East Learning Centre, UG2/F & UG3/F Chinachem Golden Plaza, 77 Mody Road, Tsim Sha Tsui East, Kowloon

2.4 Recommendation(s)

HKCAAVQ offers the following recommendations for continuous improvement of the Programme.

- 2.4.1 The Operator should pay more attention to the requirements of regulatory authorities, particularly PMSA, for better preparation of students for their prospective careers. (para.4.1.5)
- 2.4.2 The Operator should try to cover the latest technologies for the Programme to benefit from better integration of various valuation elements / topics in the Programme for a more robust and logical curriculum. (para. 4.3.3)

2.5 Advice

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

- 2.5.1 The Operator is advised to monitor the results of mature student admission and evaluate the appropriateness of taking 21 as the age limit for mature entry to the Programme. (para. 4.2.4)
- 2.6 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 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 School of Continuing and Professional Education (SCOPE) is a self-financing but integral part of the City University of Hong Kong (CityU) serving the lifelong learning needs of the community. Since 1992, SCOPE has been offering top-up degree programmes in collaboration with non-local universities.
- 3.2 University of Wolverhampton (UoW) traces its roots back to 1851 when teaching first began at the School of Art. In 1992, Wolverhampton Polytechnic was granted university status. UoW currently has four faculties offering programmes in over 70 different subjects and over 4,000 students graduate from UoW each year with a student population of 23,000.
- 3.3 The collaborative partnership between UoW and SCOPE started to operate the top-up programmes Bachelor of Science (Honours) in Construction Management in 2000 and Bachelor of Science (Honours) in Quantity Surveying in 2010. The Programmes were first accredited in 2020 for a validity period of four years. As of August 2022, the Operator has the above two HKCAAVQ-accredited programmes on the Hong Kong Qualifications Register (QR).
- 3.4 The Operator commissioned HKCAAVQ to conduct a Learning Programme Accreditation (LPA) for the Bachelor of Science

(Honours) in Property Management and Real Estate (BScPMRE) programme. HKCAAVQ formed an expert Panel for this accreditation exercise (Panel Membership at Appendix). In view of the Coronavirus Disease (COVID-19) outbreak, the site visit was conducted in a hybrid mode via video conference and face-to-face meetings from 19 to 20 January 2023. 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.

- 3.5 In consideration of the Operator's track record established from previous accreditation exercises, HKCAAVQ's Differentiation Approach is not applicable to this exercise. The Operator is required to provide information on all aspects of 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 BScPMRE programme is hosted in the School of Architecture and the Built Environment, Faculty of Science and Engineering of UoW. The design of the Programme has made reference to the Subject Benchmarks Statements for Land, Construction, Real Estate and Surveying (2016) of the Quality Assurance Agency (QAA) for Higher Education, United Kingdom; the mandatory and core competency requirements of the quantity surveying and construction pathway sector of Royal Institution of Chartered Surveyors (RICS); and the Undergraduate Education Framework. The programme is jointly delivered by SCOPE, CityU and UoW and mirrors the programme objectives, learning outcomes and curriculum of the corresponding home programme currently offered in the UK.

- 4.1.2 The programme aims to equip graduates with the skills and knowledge to enable them to pursue a professional career within the property management and real estate sector. It also provides training in the appropriate knowledge, skills, and enterprising spirit to practice professionally and ethically. It has the following programme objectives (POs):

PO1	Address industry's demand for graduates who can apply the principles of property management and real estate to the property sector.
PO2	Enable students to pursue professional careers in property management and real estate at a level which requires the exercise of sound judgement and initiative, and the ability to make informed decisions in property situations that reflect a responsible, ethical, and socially aware outlook.
PO3	Furnish students with a detailed understanding of the principles of property management and real estate, combined with an understanding of wider property issues, such as property economics and finance, contracts and law and management of the commercial real estate.
PO4	Provide a broad-based education in property management and real estate, combined with an appreciation of wider property related areas.
PO5	Require students to participate in group projects where the project team members are drawn from a range of construction and other property disciplines.
PO6	Develop the ability to research familiar and unfamiliar subject areas related to property management and real estate, thereby enhancing the application of key property management and real estate issues into practical situations.
PO7	Provide opportunity to students to apply the knowledge and skills already gained, in a property management and real estate environment, thereby broadening the student's knowledge of principles and practices.

4.1.3 The Programme has the following programme intended learning outcomes (PILOs):

PILO1	Understand and develop the current role, responsibilities, and professional ethics of a property surveyor in their own right and within the context of the maintenance of professional practice in wider built environment.
PILO2	Demonstrate knowledge and understanding of the key concepts, theories, practice and principles of the discipline of property management and to evaluate their application into the professional environment including; (a) Management of the life cycle of built environment assets from inception right through to operational and end of life looking at sustainable factor, construction technology. (b) Resource management and allocation including valuation. (c) Acquire and apply the professional knowledge and ethical skills to operate effectively within a variety of real estate sectors. (d) Technical application and principles property management. (e) Financial viability of real estate. (f) Valuation and costing, including the use of digital data. (g) An understanding of the inter-action and placement of structural and non-structural components of buildings.
PILO3	Demonstrate appreciation of relevant topical issues and drivers for change and their development and application.
PILO4	Understand and apply the technological, social, cultural, economic, legal, physical factors and skill sets to pursue a career in the property professions.
PILO5	Critically evaluate and synthesize property best practice and specialist knowledge and skill required by a chartered surveyor/construction manager and cost manager.

4.1.4 The Operator provided the following information to demonstrate how the Programme meets the HKQF standards at Level 5:

- (a) Mapping showing the alignment between POs and PILOs;
- (b) Mapping showing the alignment between PILOs and the generic level descriptors (GLDs) at HKQF Level 5;
- (c) BScPMRE Course Specification;
- (d) Certificate in recognition of the BScPMRE programme (UK) for the Royal Institution of Chartered Surveyors (RICS);
- (e) Results of Market Survey related to demand and employability of graduates for the Programme.

4.1.5 Regarding professional accreditation, the Panel noted that the Programme is also seeking recognition from RICS (Global Accreditation); The Chartered Institute of Housing, the Asian Pacific Branch (CIHAPB); and the Property Management Service Authority (PMSA) with an accreditation plan provided. Panel also noted that the Programme was applying for recognition to become a specified or equivalent academic qualification for Property Management Practitioner (PMP) (Tier 1) Licence. During the site visit, the Operator was informed by the Panel that it is required to state clearly in the promotion materials to prospective students the status related to PMSA recognition. In addition, the Operator was also notified by the Panel that when conducting accreditations from professional bodies which may require revisions to the Programme curriculum, the Operator is required to seek approval from HKCAAVQ in accordance with the Guidance Notes on Substantial Change to Accreditation Status. In light of the above, the Panel **recommended** the Operator should pay more attention to the requirements of regulatory authorities, particularly PMSA, for better preparation of students for their prospective careers.

4.1.6 In consideration of the above information, the Panel formed the view that the Programme could achieve its POs and PILOs as a whole. The HKQF standards could be met, and the evidence presented on employment and education 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 There are Cognate Entry, Semi-Cognate Entry and Mature Entry for admission to the Programme and the minimum entrance requirement for these entries are as follows:

Cognate Entry

Route 1: Holders of a recognised Associate Degree (AD), Higher Diploma (HD) or an equivalent qualification in a cognate discipline of property management or real estate (for example, housing management, facility management, building services, surveying, building and construction management); or

Route 2: Holders of Advanced Diploma/Professional Diploma in Facility / Property Management with options:

- (a) (minimum of 160 QF credits at level 4) plus a minimum of two years of relevant work experience in the property management or real estate field (for example, housing management, facility management, building services, surveying, building management); or
- (b) (minimum of 120 QF credits at level 4) plus a minimum of three years of relevant work experience in the property management or real estate field (for example, housing management, facility management, building services, surveying, building management); or
- (c) (minimum of 80 QF credits at level 4) plus a minimum of four years of relevant work experience in the property management or real estate field (for example, housing management, facility management, building services, surveying, building management); or

Semi-Cognate Entry

Route 3: Holders of a recognised Associate Degree (AD) or a Higher Diploma (HD) in a semi-cognate discipline plus a minimum of two years of relevant work experience in the property management or real estate field (for example, housing management, facility management, building services, surveying, building management). Applicants admitted through this route should complete a 45-hour conversion course "Construction Technology and Management".

Applicants with AD/HD in semi-cognate disciplines and holders of an Advanced Diploma/Professional Diploma in Facility / Property Management with a minimum of 80 QF credits at QF level 4, do not need to complete the conversion course.

Semi-Cognate disciplines: Business, Law, Finance, Management, Engineering related, Environmental Protection, Energy Management Service, Interior Design, Computer Science, Information Technology, Sciences, or equivalent qualifications.

Mature Entry

Route 4: Mature applicants aged 21 or above with a minimum of five years of relevant work experience at a supervisory level in property management-related fields will be considered on a case-by-case basis. All applicants applying through this route will be interviewed by the HK Course Programme Leader (the UK course leader may also be invited to be the interviewer in conjunction with the HK course leader).

4.2.2 All applicants are also required to satisfy the English proficiency requirement for admission by fulfilling one of the following conditions:

- IELTS 6.0; or
- Grade C or above in HKCEE English Language (Syllabus B) before 2007; or
- Grade E or above in HKAL Use of English before 2012; or
- Level 3 or above in HKCEE English Language in the 2007 and henceforth; or
- Level 3 or above in HKDSE English Language; or
- AD or HD with English Medium of instruction (e.g. IVE, CCCU); or
- Other equivalent qualifications.

4.2.3 In line with the HKCAAVQ's policy on the yearly quota of non-standard admission for its accredited programmes, the Operator confirmed that the Programme under ***Mature Entry*** will be considered as non-standard entry and adhere to the policy that the maximum number of non-standard admission (i.e. admitted applicants not meeting the stipulated minimum admission requirements) should be capped, on a programme basis, at a maximum of 5% of the actual number of new students of the year.

4.2.4 Regarding the admission of mature students through non-standard entry, the Panel noted a general policy of the Operator that 21 is the

minimum age for admission as a mature student. The Panel discussed with the Operator an expectation of the Programme that applicants are to have certain years of working experience at a supervisory level in property management-related fields, which, taking into account the situation in Hong Kong, might not reconcile with the age limit set for mature students. The Panel **advised** the Operator to monitor the results of mature student admission and evaluate the appropriateness of taking 21 as the age limit for mature entry to the Programme.

- 4.2.5 On the multiple entry routes, the Panel raised a concern regarding the variation of the ability of the students and measures in place to support them when students face difficulties in their study. After clarification and meeting with the Operator, it was learnt that there are measures in place to support such as questioning during admission interview, make-up classes arrangements and allocation of personal tutor system, etc. The Panel considered the arrangements acceptable.
- 4.2.6 Regarding student selection, all applications received will first be examined and considered by the Programme Leader of CityU SCOPE ("Course Lead"). Interviews, if necessary, will be conducted to select applicants to ascertain the relevancy of their qualifications. Course Lead will make the initial admission recommendations which are based on the achievement of the sub-degree or specified qualification(s), work experience and results of interviews. All the information will then be entered into a summary and sent to the UoW Programme Leader ("Link Tutor") for endorsement.
- 4.2.7 The proposed maximum number of new students in the coming four academic years are as follows:

Academic Year	2023/24	2024/25	2025/26	2026/27
Year of study	Part-time	Part-time	Part-time	Part-time
Top-up entry	60	70	80	90

- 4.2.8 In consideration of the above information, the Panel formed the view that the minimum admission requirements and student selection process of the Programme have been aptly designed to recruit 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 Programme is a top-up part-time degree programme with 180 HKQF credits, a total of 452 contact hours, and a normal duration of two years. The Programme has 9, 20-HKQF Credit, modules with 5 generic and 4 specialised modules pitched at HKQF Level 5. All modules are core with no pre-requisite. The structures of the Programme is as follows:

Modules	Contact Hours			Non-Contact Hours	Notional Learning Hours	HKQF credits
	Lecture	Tutorial	Total			
Year 1 Semester A						
5CN001 Brownfield Regeneration and Construction Technology (Commercial Buildings) *	28	24	52	148	200	20
5CN022 Construction Law**	28	24	52	148	200	20
Year 1 Semester B						
6CN012 Sustainability*	28	24	52	148	200	20
6CN011 Contract Administration and Dispute Resolution*	28	24	52	148	200	20
Year 1 Summer Semester						
5CN014 Residential Property Management**	28	24	52	148	200	20

Year 2 Semester A						
6CN003 Corporate Real Estate**	28	24	52	148	200	20
6CN019 Development Economics and Finance*	28	24	52	148	200	20
Year 2 Semester B						
6CN022 Commercial Property Management**	28	24	52	148	200	20
Year 2 (Year long)						
6CN010 Built Environment Dissertation*	30	6	36	164	200	20
Total	254	198	452	1,348	1,800	180

*Generic module; **Specialised module

4.3.2 The Operator provided the following information about the structure and content of the Programme for consideration by the Panel:

- (a) BScPMRE Programme Specification;
- (b) Mapping showing the alignment between modules and PILOs;
- (c) Mapping showing the alignment between modules and the Generic Level Descriptors (GLDs) at HKQF Level 5;
- (d) Modules Guides of each module, including summary information such as module description, learning outcomes, content, learning and teaching activities, assessments and assessment criteria, reference books, etc.
- (e) Mapping of the modules to the PILOs; and
- (f) Local contextualization of the Programme at module level.

4.3.3 Regarding programme content and structure, after reviewing the information provided and meeting with representatives nominated by the Operator, the Panel formed the view that the Programme is well designed. However, the Panel considered that coverage new technologies such as Building Information Modelling (BIM) and Virtual Reality (VR), will be the trend for adoption in the industry. In this connection, the Panel **recommended** the Operator should try to

cover the latest technologies for the Programme to benefit from better integration of various valuation elements / topics in the Programme for a more robust and logical curriculum.

- 4.3.4 In consideration of the above information, the Panel formed the view that the structure and content of the Programme are appropriately designed and aligned with the PILOs and HKQF at Level 5.

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 adopts a variety of learning and teaching methods with the principal contact modes of delivery being lectures and tutorials. The medium of instruction and written assessment is English. All except the dissertation module consist of 28 lecture hours and 24 tutorial hours. A typical lecture will be conducted with a maximum class size of 100 students. For tutorials, the maximum class size is 25 to 40 students. All modules are supported by CANVAS teaching and learning platform. For the dissertation module, there will be 30 hours of lectures, 6 hours of tutorials conducted in groups.
- 4.4.2 The Operator provided the following information about the learning, teaching and assessment of the Programme for consideration by the Panel:
- (a) Mode of Delivery of Taught Modules;
 - (b) FSE Internal Moderation Instructions;
 - (c) External moderation sheet template;
 - (d) 2022-23 Module Sample Pack cover template;
 - (e) FSE External Examiner moderation response (5CN001);
 - (f) Regulations and Procedure for the Investigation of Academic Misconduct 2022-23;
 - (g) SCOPE Teaching and Learning Questionnaire;
 - (h) Samples of learning, teaching and assessment materials for,
 - 6CN010 Built Environment Dissertation;
 - 6CN012 Sustainability;
 - 6CN019 Development Economics and Finance; and
 - 6CN022 Commercial Property Management.

- 4.4.3 The assessment policy is that all module learning outcomes should be assessed. There are predominantly two components of assessment in most modules. Assessment is designed to use a wide range of assessment types so as to provide a variety of opportunities for students to apply different skill sets in order to meet the learning outcomes.
- 4.4.4 Assessments are set, after consultation with local tutors, by the relevant UoW Module Leader. There is an internal assessment panel set up to check assessments for suitability, consistency, and errors according to the continuous monitoring measurements formulated by Quality and Collaboration Unit. After marking has been completed, the Module Leader is responsible for assembling a moderation pack which consists of a sample of assessments and exam papers with examples of high, low and medium grades. The moderation pack will then undergo internal moderation by a UoW academic who should check for appropriateness of grades and feedback and identify any issues of good practice. This module pack will then be examined by the external examiner. All assessment works of the Hong Kong students are viewed by the UK external examiner along with the UK assessment works from the home programmes. For graduation, a student must pass 180 credits for the top-up degree of which 60 credits must be at UK level 5.
- 4.4.5 In consideration of the above information, the Panel considered that the learning, teaching and assessment activities designed for the Programme are appropriate for delivering the learning outcome at HKQF Level 5.

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 On staff, the Panel was provided with the following information:
- (a) SCOPE and UoW Profiles of Management and Teaching Staff;
 - (b) SCOPE Annual Performance Report (2021/22) Template;

- (c) SCOPE Assessment and Recommendation for Appointment of Part-time Lecturer;
- (d) SCOPE TLQ Results for Part-time Lecturers; and
- (e) UoW My Development and Performance Discussion for Senior Staff and Senior Post Holders Sample.

4.5.2 Under SCOPE, Programme leaders (“Course Lead”) and deputy Programme Leaders (if any) are appointed based on their leadership skill, academic background and subject knowledge. Module leaders and tutors are assigned by the Academic Section Leader, based on the feedback of the Programme Leader, views collected from student meetings, class observation and documented review of teaching performance. The knowledge, skills and attitude for teaching the particular module form the basic criteria for selection and appointment. The number of teaching staff from SCOPE is also provided.

4.5.3 The Panel reviewed the profiles of the UoW and SCOPE staff involved in the Programmes, and the staff development activities of the SCOPE teaching staff. The Panel made the following observations and comments:

- (a) UoW has 9 teaching staff for the Programmes. All of them have a post-graduate qualification or above plus professional qualifications, with the majority of them having a doctoral degree. The Programme Leader, who also serves as the Link Tutor, has extensive experience in both higher education and the construction industry. All other teaching staff have at least five years of experience in academia and most of them have more than five years of experience in the construction industry;
- (b) SCOPE has 9 teaching staff for the Programme. All of them have a master degree or above plus professional qualifications. The Course Lead has extensive experience in both higher education and the construction industry. Most other teaching staff have extensive experience in either the construction industry or in academia, or both.

4.5.4 The local Programme Leader (“Course Lead”) and the non-local Programme Leader (“Link Tutor”) will meet regularly to discuss and update any changes in the teaching for any module. The Course Lead will also report and discuss any teaching-related issues and difficulties with the Link Tutor to figure out any possible solution to problems.

- 4.5.5 Teaching is conducted by UoW teaching staff with SCOPE part-time staff. The anticipated staff-student ratios (SSR) are 1:60 to 200 and 1:25 to 40 for lectures and tutorials respectively.
- 4.5.6 On staff development, the full-time academic staff of SCOPE will be sponsored for self-initiated professional development and conferences. Both full-time and part-time teaching staff can attend staff development courses organised by CityU Office of Education Development and Gateway Education ("the EDGE"). The SCOPE "Part-time Staff Development Coordinator" is also charged with the responsibility of providing information on various external and internal staff development opportunities to all teaching members of SCOPE.
- 4.5.7 In consideration of the above, the Panel formed the view that the Operator has adequate and qualified staff for effective management and delivery of the Programme.

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 Memorandum of Cooperation of and Budget for 2023-24 to 2027-28 of the Programme. The breakeven number of the Programme was 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 Operator provided the Panel the information on the following learning, teaching and enabling resources in supporting the learning, teaching and assessment activities of the Programme.
- (a) SCOPE Student Support Guide 2022;
 - (b) Online access to library resources of SCOPE and UoW;
 - (c) Programme relevant facilities from SCOPE;
 - (d) E-learning Platform (CityU e-Portal);
 - (e) Information on English Language enhancement course;
 - (f) List of programme-specific services, facilities, software, etc.;
 - (g) Student support services; and

(h) Communication channels provided to students.

4.6.3 In consideration of the above, the Panel formed the view that appropriate and sufficient resources and services are in place for 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 Operator provided the Panel with the following information and documents with regard to the ongoing monitoring and review of the Programme:

- (a) Memorandum of Cooperation of the BScPMRE programme;
- (b) Quality Assurance Framework of both SCOPE and SCOPE;
- (c) Committees on programme development, management and review;
- (d) Template of Teaching and Learning Questionnaire;
- (e) Quality Review Report from EE AY2021/22; and
- (f) Profile of External Examiner from UoW;

4.7.2 Having reviewed the above documents and met with a representative from the Operator, the Panel considered that the Operator had the quality assurance mechanisms for the approval, periodic review, and on-going monitoring of the Programme.

4.7.3 In consideration of the above, the Panel formed the view that a quality assurance system is in place to monitor and review the development and performance 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.hkqf.gov.hk>.

5.3 **Qualifications Register**

- 5.3.1 Qualifications accredited by HKCAAVQ are eligible for entry into the Qualifications Register ("QR") at <https://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.

Ref: 100/53/02

31 March 2023

JoH/AnC/WmW/amc

Appendix

**School of Continuing and Professional Education, City University of
Hong Kong and University of Wolverhampton**

**Learning Programme Accreditation for
Bachelor of Science (Honours) in Property Management and Real Estate**

19-20 January 2023

Panel Membership

Panel Chair

Professor WEI Kwok Kee
Provost
Singapore Institute of Management
SINGAPORE

*** Panel Secretary**

Mr WM WONG
Registrar
Academic Accreditation and Assessment
Hong Kong Council for Accreditation of
Academic and Vocational
Qualifications
HONG KONG

Panel Members

Professor Mahroo EFTEKHARI
Professor of Building Services Engineering
School of Architecture, Building and Civil
Engineering
Loughborough University
THE UNITED KINGDOM

Professor HUI Chi Man Eddie
Associate Head (Partnership) and
Professor
Department of Building and Real Estate
Faculty of Construction and Environment
The Hong Kong Polytechnic University
HONG KONG

Mr SHARE Tai Ki
Assistant Director – Property Asset
Management
Urban Group
HONG KONG

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

