



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

## **SUMMARY ACCREDITATION REPORT**

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

**LEARNING PROGRAMME RE-ACCREDITATION**

**BA (HONS) PUBLIC ADMINISTRATION AND  
MANAGEMENT**

**APRIL 2018**

This accreditation report is issued by the Hong Kong Council for Accreditation of Academic and Vocational Qualifications (HKCAAVQ) in its capacity as the Accreditation Authority as provided for under the Accreditation of Academic and Vocational Qualifications Ordinance (Cap 592) (AAVQO). This report outlines the HKCAAVQ's determination, the validity period of the determination as well as any conditions or restrictions on the determination.

## 1. Introduction

- 1.1 The School of Continuing and Professional Education (SCOPE) at the City University of Hong Kong (CityU) was established as the Centre for Continuing Education in 1991 in CityU serving the lifelong learning needs of the community. SCOPE offers three major categories of programmes: programmes leading to non-local awards (foundation degree to doctoral level); programmes leading to continuing education awards; government-initiated programmes and short courses.
- 1.2 De Montfort University (DMU) was established in the 1870s as a college of art and technology and was granted the university title and degree awarding power under the Further and Higher Education Act (1992) in the United Kingdom (UK).
- 1.3 The accreditation exercise was conducted according to the relevant accreditation guidelines referred to in the Service Agreement and the Terms of Reference stated therein. A site visit took place on 30 and 31 January 2018.

## 2. HKCAAVQ's Accreditation Determination

Having due consideration of the accreditation panel's observations and comments as presented in this Report, HKCAAVQ makes the following accreditation determination:

### 2.1 Learning Programme Re-accreditation

Approval

<b>Name of Local Operator</b>	School of Continuing and Professional Education, City University of Hong Kong 香港城市大學專業進修學院
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<b>Name of Non-local Operator</b>	De Montfort University
<b>Name of Award Granting Body</b>	De Montfort University
<b>Title of Learning Programme</b>	BA (Hons) Public Administration and Management 公共行政及管理榮譽文學士
<b>Title of Qualification</b>	BA (Hons) Public Administration and Management 公共行政及管理榮譽文學士
<b>Primary Area of Study and Training</b>	Social Sciences
<b>Sub-area (Primary Area of Study and Training)</b>	Social and Behavioural Sciences
<b>Other Area of Study and Training</b>	Not applicable
<b>Sub-area (Other Area of Study and Training)</b>	Not applicable
<b>HKQF Level</b>	Level 5
<b>HKQF Credits</b>	Not applicable
<b>Mode of Delivery and Programme Length</b>	Full-time, 3 years (for Year 1 entry) Full-time, 1 year (for top-up entry) Part-time, 2 years (for top-up entry)
<b>Start Date of Validity Period</b>	<u>Full degree programme including top-up entry</u> 1 August 2018  <u>Top-up (part-time)</u> 1 June 2018
<b>End Date of Validity Period</b>	31 July 2022
<b>Number of Enrolment(s)</b>	One enrolment per year
<b>Maximum Number of New Students</b>	Full-time: 80 (Year 1 entry) Full-time: 90 (top-up entry) Part-time: 180 (top-up entry)

<b>Specification of Competency Standards-based Programme</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<b>Address of Teaching Venues</b>	<p>(1) City University of Hong Kong main campus, Tat Chee Avenue, Kowloon Tong, Kowloon, Hong Kong</p> <p>(2) CityU SCOPE Tsim Sha Tsui East Learning Centre, UG2 &amp; UG3, Chinachem Golden Plaza, 77 Mody Road, Tsim Sha Tsui East, Kowloon</p> <p>(3) CityU SCOPE Admiralty Learning Centre, 8/F, United Centre, 95 Queensway, Admiralty, Hong Kong</p>

### 2.1.1 Recommendations

- (a) The Operator should conduct a competitor analysis to analyse and compare similar programmes offered in Hong Kong in order to identify the market niche of the Programme.
- (b) The Operator should produce a Dissertation Handbook providing systematic guidelines on the preparation and assessment of a dissertation to ensure comparability between students and clear direction for supervisors and students.
- (c) The Operator should prepare the module templates with input from the local teaching staff in a standardised format and upload all materials distributed in classes on Canvas for easy retrieval by students.
- (d) The Operator should review the extent of the non-local partner's involvement in the Programme and DMU should take a more active role in the teaching activities as well as in the internal quality assurance process.
- (e) The Operator should review the moderation procedures to better document the mechanism of settling the final grades.

### 3. Programme Details

The following programme information is provided by the operator.

### 3.1 Programme Objectives

PO1	To provide students with a critical understanding of the key issues and concerns in the study of public administration and management;
PO2	To develop the analytical, critical communication and presentational skills of students to an appropriate level in the context of their study of public administration and management;
PO3	To provide a challenging learning environment which enables students to develop and apply their own perspectives to their studies in the context of the elements of the programme studied;
PO4	To enable students to develop specialist knowledge in specific areas relating to the broad themes of the programme;
PO5	To enhance students' transferable skills and, thereby, their future employment prospects.

### 3.2 Programme Intended Learning Outcomes

Knowledge and understanding (KU):

KU1	Demonstrate knowledge and a critical understanding of the significance of politics and public administration.
KU2	Recognise how to apply concepts, theories and methods used in the study of politics and public administration to public policy making and the efficient management and delivery of public services.
KU3	Demonstrate knowledge and understanding of different political and administrative systems, the nature and distribution of power in them; the social, economic, historical and cultural contexts within which they operate, and the relationships between them.
KU4	Through placement and academic study, understand the integration of theoretical and practical perspectives in public administration and management.

Cognitive (thinking) skills (CS):

CS1	Demonstrate research skills. This will involve being able to identify assumptions and evaluate statements in terms of evidence to detect false logic or reasoning, identify implicit values, define terms adequately and to generalise appropriately.
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CS2	Demonstrate analytical skills. This will involve being able to undertake reviews of relevant literature and to synthesise the evidence collected.
CS3	Display evaluative skills. This will involve being able to construct fair, coherent and convincing arguments utilising relevant literature.
CS4	Perform problem-solving skills. This will involve being able to address problems and identify appropriate solutions in a systematic, creative and constructive manner and to demonstrate originality in tackling and solving problems.

Subject Specific skills (SS):

SS1	Identify, locate and compile information from a wide range of sources in a coherent manner and provide references according to accepted academic conventions.
SS2	Use methods and theoretical approaches to analyse and critique the study of public administration and management.
SS3	Undertake independent investigation in planning and undertaking tasks.
SS4	Use relevant skills in your employment, further study and daily life.

Key Skills (KS):

KS1	Communicate effectively, both orally and writing, using a range of approaches relevant to the study of public administration and management, such as presentations and essays.
KS2	To be able to work independently with increasing self-confidence and to reflect upon the process of learning and to be able to work within a group, to learn from others and to lead an activity.
KS3	Display an ability to engage in self-directed study, to manage time effectively and to evaluate the performance of oneself and others.
KS4	Apply analytical, critical and communication skills so as to be able to convey ideas and to sustain arguments effectively both orally and in written form.

### 3.3 Programme Structure

Module	UK Level	UK Credits	Core / Elective
PAMG1104   Introduction to	4	30	Core

	Politics			
PAMG1105	Introduction to Globalisation	4	30	Core
PAMG1106	Local Government and Politics	4	30	Core
PAMG1107	Introduction to Public Administration and Management	4	15	Core
PAMG1108	Introduction to Work and Organisations	4	15	Core
PAMG2402	Governance	5	30	Core
PAMG2513	Political Research in Action	5	15	Core
PAMG2412	Fundamentals of Public Administration: Theory	5	15	Core
PAMG2501	Political Thought and Analysis	5	15	Core
PAMG2509	The Making of a Global World	5	15	Core
PAMG2424	Experiential Workshops	5	15	Core
PAMG2506	Government & Business	5	15	Core
PAMG3401	Public Policy Making	6	30	Core
PAMG3423	Managing the Public Sector	6	15	Core
PAMG3402	Public Sector Strategic Management	6	15	Core
PAMG3000	Dissertation	6	30	Elective
PAMG3420	Government and Policy in China	6	30	Elective
PAMG3406	Health Strategy and Management	6	30	Elective
PAMG3504	Managing the Environment	6	30	Elective
PAMG3501	Property Management and Real Estate	6	15	Specialist modules for the "Housing Specialisation"
PAMG3502	Finance and Housing Markets	6	15	
PAMG3503	Planning and Sustainability	6	15	
PAMG3005	Housing Policy Making	6	15	

- Note:*
1. *Modules shaded are the new add-on modules for the full degree programme.*
  2. *Students to choose 2 out of 4 electives or the Housing specialisation.*
  3. *Housing modules are only offered for top-up students.*

### 3.4 Graduation Requirements

- To graduate, students are required to complete 360 credits for the full degree programme and 180 – 210 credits for the top-up programme for consideration of an Honours degree. The eligibility requirements for an Honours degree are set out in the DMU Undergraduate Awards Regulations.

### 3.5 Admission Requirements

#### Year 1 Entry

- (a) Applicants obtaining total score of 15 or above in five HKDSE subjects, including English Language at Level 3 and no subject at Level 1; or
- (b) Applicants successfully completed the “Diploma in International Degree Foundation” offered by SCOPE; or
- (c) Equivalent qualifications.

#### Top-up entry (full-time and part-time)

##### *Route 1 (180 credits)*

- (a) Associate Degree or Higher Diploma in Public Administration and Management, Social Science or equivalent qualification;

##### *Route 2 (195 / 210 credits)*

- (b) Associate Degree or Higher Diploma in disciplines other than Public Administration and Management, and Social Science or equivalent qualification.

## 4. Substantial Change

- 4.1 HKCAAVQ may vary or withdraw the 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. The accreditation status of the Operator and/or Programme will lapse immediately upon the expiry of the validity period or upon the issuance of a notice of withdrawal of the Accreditation Report.

## **5. Qualifications Register**

- 5.1 Qualifications accredited by HKCAAVQ are eligible for entry into the Qualifications Register (QR) at <http://www.hkqr.gov.hk> for recognition under the Hong Kong Qualifications Framework (HKQF). The Operator should apply separately to have their quality-assured qualifications entered into the QR.
- 5.2 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.

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