

THE CHINESE UNIVERSITY OF HONG KONG

Briefing Note

Summary of matters considered at the First Meeting (2024-25) of the Senate Committee on Teaching and Learning held on 18 November 2024

Annual Report 2023-24

1. The Committee approved its Annual Report 2023-24 for submission to the Senate.

Risk Register on Academic Risks for 2024-25

2. The Committee approved the Risk Register on academic risks for 2024-25 for submission to the Risk Management Committee, noting that revisions were proposed mainly to update the existing control and mitigation compliance.

Draft Templates and Revised Integrated Framework for the Fourth Cycle of Programme Reviews of Undergraduate Programmes

3. The Committee approved the draft templates and revised Integrated Framework for the fourth cycle of programme reviews of undergraduate (Ug) programmes and noted the updated arrangement for the Ug programme reviews. The Committee also noted that the third cycle of programme reviews of taught postgraduate (TPg) programmes would be conducted at the Faculty level. Details of the TPg programme reviews would be worked out by the Graduate School.

Revised Quality Manual

4. The Committee noted that to prepare for the third audit cycle of the Quality Assurance Council (QAC) conducted in October 2023, the Quality Manual (QM) and its appendices had been updated to incorporate the latest developments in teaching and learning before submission to the QAC Secretariat in mid-June 2023. The Committee heard the Chairperson highlight the major revisions of the QM and approved the proposed revisions to the QM.

2024 University Education Award and UGC Teaching Award

5. The Committee noted the selection process and results of the 2024 University Education Award and University Grants Committee (UGC) Teaching Award.

Teaching Development and Language Enhancement Grant 2022-25

6. The Committee noted the letter of 23 August 2024 from the UGC concerning the comments on the mid-triennium reports of the Teaching Development and Language Enhancement Grant (TDLEG) 2022-25, the updates of the TDLEG 2022-25 and the Fund for Innovative Technology-in-Education.

Special Funding Scheme for Development of Discipline-specific Artificial Intelligence Courses

7. The Committee approved the Special Funding Scheme for Development of Discipline-

specific Artificial Intelligence Courses, which was set up to provide discipline-specific Artificial Intelligence literacy training to students on top of the University Core Requirement on Digital Literacy and Computational Thinking.

Progress in Implementation of the Guidelines on Approval for Virtual Teaching and Learning Courses in Taught Programmes

8. The Committee noted the progress in implementation of the Guidelines on Approval for Virtual Teaching and Learning Courses in Taught Programmes.

Plans on Peer Review for Peer Learning from the Faculties of Arts, Business Administration, Law and Science

9. The Committee received the plans on peer review for peer learning from the Faculties of Arts, Business Administration, Law and Science.

Reports from Faculties of Arts and Business Administration on the Monitoring of Possible Grade Inflation

10. The Committee received reports from the Faculties of Arts and Business Administration on the monitoring of possible grade inflation.

Summary Reports of Student Surveys

11. The Committee noted the Summary Reports of the following surveys:

- (a) Part I of the Student Experience Questionnaire 2024;
- (b) Entry Class Questionnaire 2024;
- (c) First Year Experience Questionnaire 2024;
- (d) Undergraduate Exit Survey 2024; and
- (e) Graduate Capabilities Questionnaire 2023.

Task Force on Review of the Guidelines on the Use of Artificial Intelligence Tools in Teaching, Learning and Assessments and Task Force on Review of Course and Teaching Evaluation

12. The Committee noted that two Task Forces had been set up to review the Guidelines on the Use of Artificial Intelligence Tools in Teaching, Learning and Assessments, and the Course and Teaching Evaluation questionnaire design as well as their implementation respectively.

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