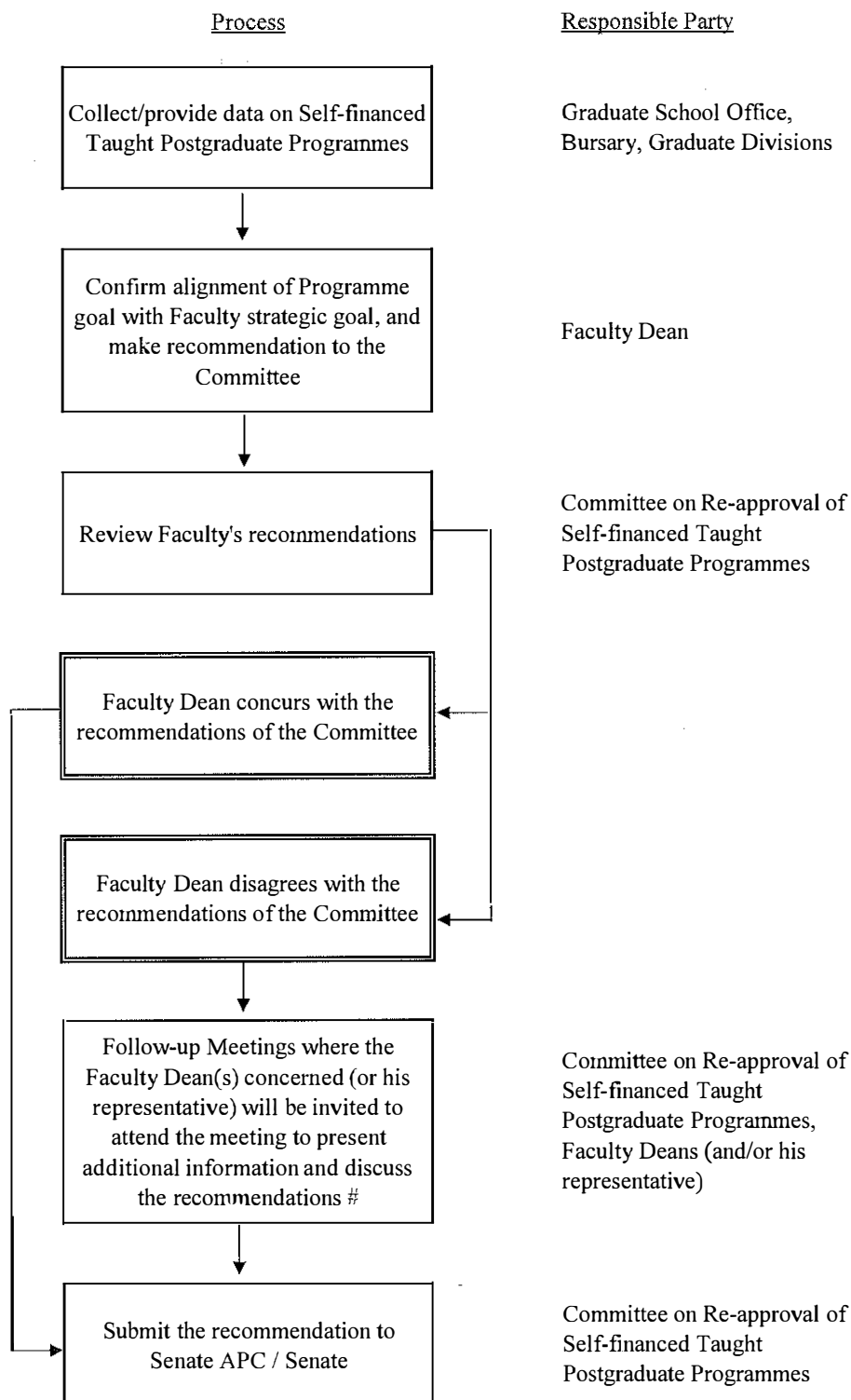


# THE CHINESE UNIVERSITY OF HONG KONG

## Approval Procedure on Re-approval of Self-financed Taught Postgraduate Programmes



Note: # If there is unresolvable disagreement between the Faculty Dean and the Committee, the case will be submitted to the Provost.

## **Committee on Re-approval of Self-financed Taught Postgraduate Programmes**

### **Summary on Review Criteria**

1. The Committee on Re-approval of Self-financed Taught Postgraduate Programmes resolved that the following five major sets of criteria will be considered for re-approval applications. These criteria had been forwarded to Faculty Deans for comments and had incorporated their feedbacks:

- (1) Alignment with Division/Department/Faculty strategic goals;
- (2) Provision of sustainable resources – these resources include teaching support, particularly regular teaching staff, administrative support, classroom facilities, and other teaching and learning facilities;
- (3) Observation of the no cross-subsidy principle;
- (4) Programme review recommendations, including External Examiner Reports;
- (5) Societal demand as shown by enrolment numbers.

2. To facilitate the review process, the five criteria will need to be translated into concrete performance indicators. The following set of data will be collected from Faculties/Programmes and other administrative units:

- (1) The goal of the programmes – Programmes requesting re-approval should prepare a concise statement on their goals in the upcoming six year period, including inter alia the target enrolment figures. Faculties will be asked to indicate whether or not the goal of the Programme concerned is in line with the Faculty's goal, and whether or not the Faculty will recommend programme re-approval.
- (2) Teaching resources – The percentage of full-time vs. part-time teaching staff and percentage of teachers vs. instructors in latest available academic year will be collected from Programmes.
- (3) CTE results (Course and Teaching Evaluation) – The composite CTE score of the latest available three academic years will be collected from Faculties (or from the Programme concerned if so delegated).
- (4) Programme Budget – The Graduate School will check with RAC secretary to find out which programmes had been brought to the attention of RAC for financial problems in the most recent past three academic years.
- (5) Programme Review – The assessment reports from external examiners of TPg programmes and Faculty programme reviews, if available, will be extracted and reported to the Committee as appropriate.
- (6) Intake Quality – The number of admission cases that were submitted to the Graduate School Admissions Committee in the latest available three intakes will be reported.
- (7) The completion and attrition statistics of the latest available three cohorts will be reported.
- (8) Exit Survey – The Graduate School will provide comments extracted from the Exit Survey, which are related to teaching and learning, to the Committee.