

**THE HONG KONG INSTITUTE OF EDUCATION**  
**FACULTY OF EDUCATION AND HUMAN DEVELOPMENT**

Master of Teaching Programme

(2015-16)

**Notes of the 1<sup>st</sup> Staff-Participant Consultative Meeting in 2015/16  
held on 18 December 2015 at 6:00pm in Room D3-LP-15, Tai Po Campus**

**Present:**

<b>Chairperson:</b> Dr. HUI King Fai Sammy	Programme Leader
Dr. CHOI Tae Hee	Course Lecturer of Teacher Leadership and School Improvement [EDA6056]
Dr. LAM Bick Har	Course Lecturer of Teaching Strategies for Enhancing Student Learning [TLS6036]
Dr. LEE Wing Sze Wincy	Associate Programme Leader

**Student Representative**

Mr. LIU Zhifeng	Student Representative (Year One Full-time)
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**Secretary:** Miss LUK Wan Yan Wendy

**1. Welcome and Introduction**

**Action**

Programme Leader (PL) WELCOMED all to the meeting. PL SHARED that the SPCM aims to collect participants' views of the programme for quality enhancement.

**2. Participants' Comments and Feedback**

**2.1 Programme Aims and Objectives**

Participant CONSIDERED the programme aims and objectives well-designed and being achieved gradually.

**2.2 Programme Structure**

Participant CONSIDERED the programme structure fine.

**2.3 Programme Administration**

Participant APPRECIATED the programme administration, especially in handling their enquiries and accommodating their learning needs, such as this time replying to their comments that made in the Online Survey.

## 2.4 Teaching and Learning

## Action

(a) Participant SHARED the view that not only his but also other classmates' learning positive and fruitful. They FOUND course lecturers professional, resourceful and committed, and the learning atmosphere was harmonious.

(b) Dr. CHOI ECHOED that teaching was enjoyable as the class size was relatively small and students were engaging.

## 2.5 Student Learning Experience

(a) Participant RAISED the concern of how course Practitioner-based Research Project (PRJ6003) will be implemented in Semester 2. PL EXPLAINED that PRJ6003 is for integration of theories and practices and reflection of experience about teaching and pedagogy, which is an important element of the programme. He RECOMMENDED students to collaboratively trial teaching ideas and learn through critical discussion and reflection within themselves and with their course lecturers.

(b) Participant SUGGESTED having more school visits and lesson observations so as to enrich more their understanding of teaching in the local school context. PL APPRECIATED the suggestion and would make efforts for arranging school visits and lesson observations. Dr. LAM SUGGESTED that participants could also gain authentic experience in ordinary taught courses through various learning and teaching activities, the use of case studies and guest speakers to share practitioner experience were commonly used in the courses.

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## 2.6 Assessment

(a) Participant CONCERNED about the assignment load and close due dates among courses. Dr. LEE RESPONDED that this is quite common in higher education study, especially near the end of the semester in which all students are required for the final summative assessment task. She ENCOURAGED participants having better work plan and time management.

(b) PL SUGGESTED more use of formative assessment and the practice of collecting core courses' assessment profile at early start of each semester, so as to facilitate better coordination when necessary.

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## 2.7 Resources Support

Participant APPRECIATED the support of the Library, especially its online learning resources such as online e-books and journals articles.

2.8 Other Feedbacks/Comments

Action

(a) It was SUGGESTED that the 2<sup>nd</sup> SPCM to be held in March 2016.

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(b) Learning groups via WhatsApp, WeChat and QQ platforms could be arranged. PL SUGGESTED students to organize these on their own.

(c) It is SUGGESTED that the Estate Office could reply more promptly to non-local students about their campus accommodation arrangement.

*[Post-meeting note: Estate Office REPLIED that they would consider this suggestion so as to support more non-local students stay and study.]*

There being no other business, the meeting was adjourned at 6:45pm.

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*This minute was endorsed by Dr. Sammy Hui on 22 January 2016.*