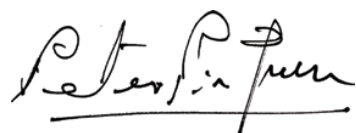


CPCE also attaches great importance to academic exchanges with overseas universities. The Joint Research Conference of SPEED and Newcastle Business School of Northumbria University in the UK, and the Inbound Cultural Exchange Programme for our guests from The State University of New York at Buffalo, were examples in 2017/18.

The CPCE Student Hostel, which had come into service since September 2017, was well-received by students. The hostel provides a co-living environment for students from different cultural backgrounds to enhance their interpersonal and communication skills. The hostel puts CPCE in an advantageous position to recruit more non-local students for further studies and exchanges.

Another piece of exciting news to share is the results achieved by CPCE in the Student Barometer (SB) Autumn 2017 exercise, a global survey of student experience conducted by the independent research firm "i-graduate". CPCE participated in the SB exercise for the third year, and its performance continued to compare favourably with global benchmarks in many aspects. In the survey among students of 16 participating Asian institutions, CPCE ranked top 3 for various teaching and facilities-related elements.

This Annual Report highlights some of CPCE's achievements in 2017/18. These achievements were made possible by the guidance and advice of the College Council and Advisory Committee, as well as the tireless efforts and contributions from our staff, alumni and partners, to whom I have to express my deepest gratitude.



Peter P. Yuen, Ph.D
Dean, College of Professional and Continuing Education

CPCE 同樣重視與海外大學的學術交流。2017/18年度的交流活動包括SPEED與英國諾桑比亞大學紐卡素商學院聯合研究會議，以及款待美國紐約州立大學水牛城分校代表的文化交流計劃等。

2017年9月投入服務的CPCE學生宿舍深受同學歡迎。宿舍為來自不同文化背景的同學提供共居環境，有助提升他們的人際及溝通技巧，同時CPCE也可藉此吸納更多非本地生到校持續進修及交流。

於2017年秋季全球學生調查，CPCE取得令人鼓舞的成績。是項調查由獨立研究機構i-graduate統籌和進行，旨在了解全球學生的學習體驗。CPCE第三年參與是項調查，與多項學生學習體驗的國際基準比較，CPCE表現持續優秀。在亞洲16間參與院校的學生調查中，CPCE於多方面的教學及設施相關指標中排名首三位。

本年報回顧了CPCE於2017/18年的主要成就，我謹藉此機會衷心感謝校董會及顧問委員會成員的指導和建議，以及教職員、校友和合作夥伴的竭誠服務和貢獻。全賴大家的支持，學院得以創造佳績。



專業及持續教育學院院長
阮博文

COLLEGE GOVERNANCE

學院管治

College of Professional and Continuing Education (CPCE) is a self-financing college founded by The Hong Kong Polytechnic University (PolyU). CPCE has its own Council which oversees the College's strategic directions and management. Reporting to the PolyU Senate, CPCE's College Board oversees matters relating to the academic development and quality assurance for its constituent units, HKCC and SPEED.

The governance and QA framework, systems and processes of CPCE, including its committee structure as well as the policy and guidelines governing the planning, validation, quality assurance and review processes for academic programmes, are in alignment with PolyU requirements for all Faculties and Departments.

1. Governance Structure

1.1 Committee Structure and Management of CPCE

College Council

The College Council is the governing body of CPCE. Chaired by the PolyU President, its membership comprises Deputy President and Provost, Executive Vice President, Dean of CPCE, and the Director of Finance. Three Senate members of PolyU and three external members appointed by the University President also serve on the Council as members.

College Board

The College Board is responsible for the academic development of CPCE and quality assurance of its programmes and other activities. Chaired by Dean of CPCE, its membership includes staff and student representatives from HKCC and SPEED.

Committees under the College Board

Under the College Board, there are a number of committees looking after various policy/ functional areas. They are Academic Regulations Committee, Academic Appeals Committee, College Learning and Teaching Committee (CLTC), Credit Accumulation Mechanism (CAM) Committee (replaced by the Course Assessing and Monitoring Committee as from June 2018), General University Requirements Committee, and Research Committee.

專業及持續教育學院 (CPCE) 是由香港理工大學 (理大) 成立的自資學院，設有校董會統籌學院的管理及策略發展；另外設有向理大教務委員會負責的學院院務委員會，專責轄下香港專上學院 (HKCC) 及專業進修學院 (SPEED) 兩個學院的學術發展及質素保證等相關事宜。

CPCE的管治及質素保證架構、制度和程序，包括學院轄下委員會組織，以及課程規劃、評審、質素保證及檢討政策和指引，均依循理大為轄下學院和學系所制定的要求。

1. 管治架構

1.1 委員會架構及管理

學院校董會

學院校董會是策劃及領導學院發展的管治組織，由理大校長擔任主席，成員包括常務及學務副校長、行政副校長、CPCE院長，以及財務總監；其他成員包括三名理大教務委員會的成員，及三名由校長委任的校外人士。

學院院務委員會

學院院務委員會專責統籌學院的學術發展及質素保證等相關事宜，由CPCE院長擔任主席。委員會成員包括學院講師，以及HKCC和SPEED學生代表。

學院院務委員會轄下委員會

學院院務委員會轄下設有多個委員會，專責處理學院在不同範疇的政策或職能。它們包括教務規章委員會、教務申訴委員會、教學委員會、學分累積制委員會 (由2018年6月起被科目評核及監察委員會取代)、核心課程委員會，以及研究委員會。

Dean of CPCE and various committees of the Dean

The Dean, as the chief executive of CPCE, is responsible to the Council for the management, conduct and administration of the College. Committees of the Dean are set up to oversee various matters of the College, including campus and campus sustainability, ethics, management, human resources, information and education technology, grievances and appeals, student discipline, staff and student development, non-local affairs, library, student hostel management, catering services as well as health and safety.

CPCE Advisory Committee

The CPCE Advisory Committee offers advice on the strategic direction and development of the College. It also advises CPCE on the scope and nature of its academic programmes, research and other activities in relation to the needs of Hong Kong and the region. The majority of the CPCE Advisory Committee members, including the Chairman and Vice Chairman, are external to PolyU and CPCE.

1.2 CPCE Representations at PolyU Committees

CPCE is represented in various PolyU Committees. Dean of CPCE is a member of the Senate, the Academic Planning and Regulations Committee (APRC), the Quality Assurance Committee and the Academic Council. The PolyU LTC (Learning and Teaching Committee) also includes two members representing CPCE, the CLTC Chair who serves as an ex-officio member, and another academic staff nominated by the College Board.

1.3 Communication with Staff and Students

Almost all CPCE committees include appointed, nominated or elected staff members to ensure that staff views are adequately represented in academic and other matters of the College. In addition, academic and non-academic staff representatives are elected to join the respective consultative groups which serve as an effective channel for collecting staff opinions in different College policies. The Staff Retreat also serves as a platform for colleagues to express their views and to be kept abreast of the latest College developments.

To ensure that students' voices are heard and they remain well-informed about CPCE's major developments, student representatives sit on a large number of College committees and user groups, such as College Board, College Learning and Teaching Committee, Library Committee, Information and Educational Technology Committee, Student Development Committee, Student Discipline Committee, Student Hostel Management Committee, Catering Committee and Campus User Groups. The composition of various committees at the Unit level also includes student members to facilitate student participation in the affairs of HKCC and SPEED.

CPCE院長及院長轄下委員會

CPCE院長負責一切有關管理、紀律及行政工作，並向校董會負責。院長轄下設有多個委員會，專責處理非教務政策事宜，包括校園事務、校園可持續發展、道德操守、管理、人力資源、資訊及教育科技、申訴及上訴、學生紀律、教職員和學生發展、非本地事務、圖書館、學生宿舍管理、膳食服務以及健康及安全。

CPCE顧問委員會

CPCE顧問委員會就學院的策略方向和發展提供建議，亦會因應香港及地區的需要，為學院不同範疇及種類的學術課程、研究以至其他活動，提供意見。CPCE顧問委員會的主席、副主席以至大部分成員都是校外成員，並非理大或CPCE人員。

1.2 理大轄下委員會的CPCE代表成員

理大轄下多個委員會均有CPCE的代表成員。CPCE院長是教務委員會、教務策劃及規章委員會、質素委員會及學術政策委員會的成員。理大教學委員會亦有兩名CPCE成員，分別是學院教學委員會主席作為當然成員，以及由學院院務委員會提名的教員。

1.3 與教職員及學生的溝通

為確保學院在教學或其他事宜上，能夠充分反映及考慮員工意見，學院轄下的委員會大多有員工代表，他們經指派、提名或推選方式加入委員會。另外，CPCE分別為教學人員和行政人員成立諮詢小組，教職員可以推選代表出任所屬小組的成員，讓學院在不同的決策上能夠廣納員工意見。除此之外，員工亦能夠藉著教職員退修會，掌握學院的最新動向，並對學院的發展發表意見。

為讓同學表達意見，以及了解學院的重要發展，學院多個委員會及小組均有學生代表成員，包括學院院務委員會、教學委員會、圖書館委員會、資訊及教育科技委員會、學生發展委員會、學生紀律委員會、學生宿舍管理委員會、膳食委員會以及校園用戶小組等。另外，HKCC及SPEED轄下委員會亦包括學生成員，促進學生參與學院事務。

2. QA Framework

2.1 Programme Planning, Validation and Review Processes

All programmes leading to PolyU-SPEED awards at the undergraduate degree level have to go through identical programme planning, validation and review processes as prescribed by PolyU and followed by all other Faculties. As for sub-degree programmes leading to Poly-HKCC or PolyU-SPEED awards, planning approval is delegated by Senate to APRC (with the list of programmes approved presented to Senate for information), while implementation approval lies with Senate.

Approval authority for offering programmes/ courses not leading to PolyU award is delegated by Senate to the CPCE College Board. For programmes offered in collaboration with overseas universities, their QA systems are duly followed.

For continuing education courses leading to qualifications which bear the PolyU name/ logo, the approval authority is delegated by Senate to the CPCE College Board if the courses are to be offered by CPCE/SPEED.

2.2 Academic Advisor System

External Academic Advisors are appointed at CPCE on a broad discipline basis. In 2017/18, a total of seven Academic Advisors were appointed for the discipline areas of Business, Communication, Health and Life Sciences, Hotel and Tourism Management, Humanities and Design, Science and Engineering, and Social Sciences. The Academic Advisors give advice, in the relevant discipline, to CPCE Units and Clusters, in the areas of staffing and resources; quality assurance; academic programmes and subjects; teaching, learning and assessment; as well as research, consultancy, scholarly activities and services to the professional community, etc.

2. 質素保證架構

2.1 課程策劃、評審及檢討程序

所有可獲頒理大專業進修學院學銜的學士學位課程都必須經過課程策劃、評審及檢討程序，這些程序由理大明確規定，所有學院必須依循。至於所有可獲頒理大香港專上學院或理大專業進修學院學銜的副學位課程，教務委員會授權教務策劃及規章委員會進行策劃審批（獲審批課程列表提交給教務委員會作參考），其後課程亦須獲教務委員會通過，方可開辦。

另外，在提供其他非頒授理大學銜的課程/科目方面，教務委員會授權CPCE學院院務委員會予以審批。有關學院與海外大學合辦的課程，會依循該大學的質素保證機制。

在持續進修課程方面，若課程頒授的資歷證明印有理大名稱/校徽，並且由CPCE/SPEED開辦，教務委員會授權CPCE學院院務委員會予以審批。

2.2 學術顧問制度

CPCE就不同學術範疇委任校外學術顧問。2017/18年度，學院便就工商管理、傳意、健康及生命科學、酒店及旅遊業管理，以及人文及設計學、科技及工程，以及社會科學等學術範疇，委任了七名學術顧問。他們因應各自的學術範疇，向CPCE轄下學院和學術學部提供意見，建議範圍涵蓋人力及資源、質素保證、課程和科目、教學和評估，以及研究、諮詢服務、學術活動以及專業服務等。

2.3 Periodic Unit Review, Annual Programme Review, and Annual Operation Plan

A Unit Review exercise is undertaken for HKCC and SPEED respectively on a 6-year cycle basis. The Unit Review system serves as an instrument for quality enhancement in academic units; and as a major input for future strategic planning, visioning and international benchmarking. At least 3 Academic Advisors and a PolyU internal academic member are to be appointed to the Unit Review Panels.

HKCC and SPEED also undertake annual programme reviews so as to maintain high academic standards and to ensure that the programmes best suit the learning needs and interests of students. Feedback is obtained from various stakeholders, including students, employers and partner organisations.

HKCC and SPEED are required to submit an Annual Operation Plan (AOP), by the end of November each year, to the CPCE College Board for approval. The AOP allows the Units to review and reflect on their activities of the past academic year. Reports on the annual review of study programmes/ subjects; an account of the new teaching, scholarly and other initiatives being planned for the coming year; and a summary of staffing and other resources requirements, are among the essential items to be included in the AOP. Based on the observations on the AOP, the College Board will advise the Units on improvement action as and where necessary and appropriate.

2.4 Other Channels of External Input to QA System

Other channels of external input to CPCE QA System include appointments of external members from both academic and industrial sectors to CPCE Advisory Committee; external examiners/ advisors for individual programmes; external members on programme validation panels. Furthermore, academic programmes are accredited by professional bodies where appropriate.

In addition, to assure the quality of education offered, the operations and programmes of HKCC and SPEED are subject to external review by the Quality Assurance Council (QAC) of the University Grants Committee (UGC). SPEED's bachelor's degree programmes were covered in the QAC audit in 2017, to be followed by HKCC's sub-degree programmes in 2018.

2.3 定期部門檢視、年度課程檢討及年度運作計劃

HKCC和SPEED需要每六年進行一次部門檢視。這個部門檢視制度可以促使學院提升質素；並為部門未來的策略和遠景規劃，以及國際基準引入專業意見。最少三名學術顧問及一名理大校內教員須獲委任為部門檢視小組成員。

HKCC和SPEED每年均為課程進行檢討，以確保課程質素優良，並且切合學生的學習需要和興趣。兩所學院亦會諮詢學生、僱主及合作團體等持份者的意見。

另外，HKCC及SPEED須於每年11月底前向學院院務委員會提交一份年度運作計劃，藉此檢討過去一年的工作。年度運作計劃的主要內容包括：年度課程檢討、來年在教學、學術及其他活動的計劃，以及教職員及其他資源的需求。學院院務委員會會根據年度運作計劃的內容提供意見，或建議學院採取適當的跟進措施。

2.4 外界參與質素保證機制的其他途徑

外界參與CPCE質素保證機制的其他途徑包括委任學術界及業界人士擔任CPCE顧問委員會校外成員；個別課程委任校外主考/顧問；委任校外人士擔任課程評審委員會成員。此外，學術課程會按實際需要，尋求專業團體認可。

另外，HKCC及SPEED的運作及課程均需接受大學教育資助委員會（UGC）轄下質素保證局（QAC）的質素核證，以確保教育質素。SPEED學士學位課程已於2017年接受QAC評審，而HKCC副學位課程的評審則安排於2018年。

COLLEGE COUNCIL 學院校董會

(1 July 2017 to 30 June 2018 2017年7月1日至2018年6月30日)

Chairman 主席



President,
The Hong Kong Polytechnic University
香港理工大學校長

Prof Timothy W. Tong
唐偉章教授 JP

Vice-chairman 副主席

A senior PolyU staff member appointed by the President of PolyU
由理大校長委任的理大高層人員



Deputy President and Provost,
The Hong Kong Polytechnic University
香港理工大學常務及學務副校長

Prof Philip C.H. Chan
陳正豪教授 BBS

Ex-officio members



Executive Vice President,
The Hong Kong Polytechnic University
香港理工大學行政副校長

Dr Miranda Lou
盧麗華博士



Director of Finance,
The Hong Kong Polytechnic University
香港理工大學財務總監

Miss Wong Soo-kam
黃素琴小姐



Dean,
College of Professional and Continuing Education
專業及持續教育學院院長

Prof Peter P. Yuen
阮博文教授

Appointed members

Three Senate members of PolyU appointed by the President of PolyU 三位由理大校長委任的理大教務委員會成員



Prof Cees de Bont
方啟思教授



Ir Prof Albert P.C. Chan
陳炳泉教授



Prof Maurice Yap
葉健雄教授 JP

Three external members appointed by the President of PolyU 三位由理大校長委任的校外成員



Mr Kenneth Pang Tsan-wing
彭贊榮先生 SBS



Mr Alex C.B. Wong
王振邦先生



Mr Samuel Yung
容永祺先生 SBS, MH, JP

COLLEGE ADVISORY COMMITTEE 學院顧問委員會

(1 July 2017 to 30 June 2018 2017年7月1日至2018年6月30日)

Chairman 主席

A person external to the University, appointed by the President with delegated authority from Council, on the recommendation of Dean(PCE)

獲專業及持續教育學院院長推薦、
學院校董會授權校長委任的非理大人員

Dr Henry Tan 陳亨利博士 BBS, JP, LHD

Chief Executive Officer, Luen Thai Group Limited and Court Member, The Hong Kong Polytechnic University
聯泰集團有限公司行政總裁及理大顧問委員會成員

Vice-chairman 副主席

A person external to the University, appointed by the President, on the recommendation of Dean(PCE)
獲專業及持續教育學院院長推薦及校長委任的非理大人員

Dr Lam Ching-choi 林正財醫生 BBS, JP

Chief Executive Officer, Haven of Hope Christian Service
基督教靈實協會行政總裁

Convenor 召集人

Prof Peter P. Yuen 阮博文教授

Dean of College of Professional and Continuing Education
專業及持續教育學院院長

Members 成員

4 to 6 staff of CPCE, appointed by Dean(PCE) 4至6名由院長委任的學院員工

Prof Warren C.K. Chiu 趙之琨教授

Associate Dean (Quality Assurance),
College of Professional and Continuing Education
專業及持續教育學院副院長 (質素保證)

Dr Jack Lo 羅文強博士

Director of School of Professional Education and
Executive Development
專業進修學院院長

Dr Esther Tong 唐嘉雯博士

Head of Division of Language and Communication and
Principal Lecturer of Hong Kong Community College
香港專上學院語文及傳意學部主任及首席講師

Dr Simon Leung 梁德榮博士

Associate Dean (Development),
College of Professional and Continuing Education and
Director of Hong Kong Community College
專業及持續教育學院副院長 (發展) 兼香港專上學院院長

Dr Artie Ng 吳偉昌博士

Deputy Director of School of Professional Education and
Executive Development
專業進修學院副院長

Ms Cathy Ho 何淑瑩女士

Head of Administration of College of Professional and
Continuing Education
專業及持續教育學院行政總監



CPCE Advisory Committee members include (front row, from left) Dr Aidan Goddard, Ms Virginia Choi, Dr Lam Ching-choi, Dr Henry Tan, Dr Stella Kwan, Dr Johnny Ng, and Prof Joe Leung; (back row, from left) Dr Esther Tong, Dr Jack Lo, Prof Warren Chiu, Dr Simon Leung, Prof Peter Yuen, Ms Cathy Ho, and Dr Artie Ng; (members not available for photo-taking) Prof Christopher Chao, Mr Cliff Choi, Prof Edward Snape, and Mr Peter Wong.

CPCE顧問委員會會員包括 (前排左起) Aidan Goddard博士、蔡惠琴女士、林正財醫生、陳亨利博士、關敏怡博士、吳傑莊博士及梁祖彬教授；(後排左起) 唐嘉雯博士、羅文強博士、趙之琨教授、梁德榮博士、阮博文教授、何淑瑩女士及吳偉昌博士；(未能參與拍照的成員) 趙汝恆教授、蔡劍華先生、施立培教授及黃維義先生。

6 to 12 persons external to the University, including academic members, with expertise and experience in one or more of the areas of work of CPCE and its Units, appointed by Dean(PCE)

6至12名由專業及持續教育學院院長委任的非理大人員 (包括教學人員)，分別為CPCE及其學院轄下一項或以上的工作範疇，提供專業知識和經驗

Prof Christopher Chao 趙汝恆教授

Dean of Engineering and Chair Professor of Mechanical Engineering,
Faculty of Engineering, The University of Hong Kong
香港大學工程學院院長及機械工程講座教授

Ms Virginia Choi 蔡惠琴女士 JP

Managing Consultant and Country Manager,
Tamty McGill Consultants International Limited
泰田、麥基爾國際顧問有限公司主任顧問及亞太區總經理

Dr Stella Kwan 關敏怡博士

Managing Director, Ngong Ping 360
昂坪360董事總經理

Dr Johnny Ng 吳傑莊博士

Chairman, Goldford Venture
高鋒集團主席

Mr Peter Wong 黃維義先生

Executive Director and Chief Operating Officer (Utilities Business),
The Hong Kong and China Gas Company Limited
香港中華煤氣有限公司執行董事兼公用業務營運總裁

Mr Cliff Choi 蔡劍華先生

Business Director, The Hong Kong Council of Social Service
香港社會服務聯會業務總監

Dr Aidan Goddard

Senior Vice President – Finance, Gibson Innovations
Gibson Innovations高級副總裁 — 財務

Prof Joe Leung 梁祖彬教授 MH, JP

Honorary Professor, Department of Social Work and
Social Administration, The University of Hong Kong
香港大學社會工作及社會行政學系榮譽教授

Prof Edward Snape 施立培教授

Dean of School of Business and Chair Professor of
Department of Management, Hong Kong Baptist University
香港浸會大學工商管理學院院長及管理學系講座教授

COLLEGE BOARD 學院院務委員會

(1 July 2017 to 30 June 2018 2017年7月1日至2018年6月30日)

Chairman 主席

Dean, College of Professional and Continuing Education
專業及持續教育學院院長

Prof Peter P. Yuen 阮博文教授

Members 成員

Associate Deans, College of Professional and Continuing Education
專業及持續教育學院副院長

Prof Warren C.K. Chiu 趙之琨教授

Dr Simon Leung 梁德榮博士

Heads of Clusters in the College
專業及持續教育學院學術總監

Dr Alex Chan 陳和順博士

Dr Pamela Kwok 郭美卿博士

Dr Pimpong Tavitiyaman

Dr Eric Woo 胡建生博士

Two elected members of academic staff from
each Unit in the College
由每個學院推選兩名教學人員

Mr Andrew Marcus Chan 陳翼文先生

Dr Stephanie Lee 李穎博士

Dr W.N. Leung 梁永年博士

Dr W.K. Yung 翁永光博士

Heads of Units in the College
專業及持續教育學院轄下學院院長

Dr Simon Leung 梁德榮博士

Dr Jack Lo 羅文強博士

One senior academic staff member from each Unit in
the College, nominated by the Head of Unit
由CPCE轄下學院院長指派的一位高級教學人員

Dr Lorena Chan 陳寶然博士

Dr Regan Lam 林立堅博士

Two students from HKCC and one student from SPEED,
elected by and from among students in the respective Unit
HKCC及SPEED學生從各自學院學生中分別推選兩名及一名
學生

Miss Chan Yuen-ying 陳婉瑩同學 (from 由 1.1.2018)

Miss Jim Tsz-wun 詹梓煥同學 (up to 至 31.12.2017)

Mr Lee Ka-chun 李嘉浚同學

Miss Liu Cheuk-fung 廖芍楓同學 (from 由 1.1.2018)

Miss Nie Bijun 聶碧君同學 (up to 至 31.12.2017)

