QUALITY ASSURANCE SUB-COMMITTEE ON SUB-DEGREE PROGRAMMES (QF LEVELS 1-3)

Terms of Reference

(a) To coordinate the Quality Assurance (QA) processes (accreditation of new programmes, revision to existing progrmmes, annual reports of Sub-degree Providing Units (SDPUs), etc.) of Self-financed Sub-degree (SFSD) programmes at QF Levels 1 to 3, and to insure compliance with the policies, guidelines and protocols stipulated by the Quality Assurance Committee (QAC);

(b) To make submissions to the QAC on:

(i) New programme accreditation

(ii) Revision to existing programmes for validation/re-validation of programmes on the Qualifications Register (QR)

(iii) Annual reports for programmes at QF Levels 1 to 3

(iv) Determining the level and standard of programmes for placement on the Qualifications Framework (QF)

(v) Any other matters as requested from time to time by the Senate/QAC; and

(c) To monitor the progress of follow-up actions of SDPUs pursuant to recommendations of academic consultants and/or external advisors.

QUALITY ASSURANCE SUB-COMMITTEE ON SUB-DEGREE PROGRAMMES (QF LEVELS 1-3)

Membership Composition

Chairperson	
A senior academic	Prof Lau, Patrick W C
Members	
Chairperson of Quality Assurance Committee *ex officio*	Dr Chau, Albert W L
1 member* representing the School of Continuing Education	Dr Sun, Wendy M Y
1 member* representing the College of International Education	Dr Tsen, Wai Sing
1 member* representing the Academy of Film	Dr Jiang, Wei
1 member* representing the Division of Continuing and Professional Education, School of Chinese Medicine	Dr Fang, Jianfeng
* Experienced academic/teaching staff who also serve as the Programme Director/Department Head	
1 member representing the Centre for Holistic Teaching and Learning	Dr Ng, Angela
2 members of Quality Assurance Committee (elected by Quality Assurance Committee or appointed by the Chairperson)	Prof Chan, Shing Bun Benedict Dr Lee, Amelia N Y
1 student representative	Miss Chen Ka Yung
Secretary	
Staff from the Academic Registry/Administrative Support Unit, School of Continuing Education	Ms Woo, Grace Y Y