

Learning, Teaching and Assessment Arrangements for Semester One of 2021/22

Vice-President (Education)

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Dear Colleagues

Further to the announcement to students on the learning, teaching and assessment (LTA) arrangements for Semester One of 2021/22 issued on 1 June 2021, I held a virtual meeting with Deans, HoUs and their representatives on Friday 18 June 2021, to discuss and clarify issues relating to the LTA arrangements. The issues were further discussed with Deans and HoUs in the Academic Council on 30 June 2021.

In light of these developments, we would like to highlight the following for your kind attention:

Learning and Teaching (LT) activities

For **general** LT activities, all classes will be conducted in classrooms via a hybrid mode. Any exception to this arrangement with strong justifications needs to be endorsed by the Departmental Programme Committees/Subject Host Departments (for servicing subjects) and approved by the Faculty/School/College Boards concerned.

Essential LT activities (e.g., clinical placements, laboratory work) will be delivered face-to-face. Departments could provide alternative arrangements for students outside Hong Kong where possible.

Students in or outside Hong Kong

Students in Hong Kong can choose to attend their general LT classes in-person or online, and students outside Hong Kong can attend the general LT classes online.

Assessment arrangements

In principle, for students in Hong Kong, tests and final examinations will take place on campus in Semester One of 2021/22, subject to the availability of classrooms. If students outside Hong Kong cannot attend the on-campus tests/examinations, online invigilated tests/examinations (to be held simultaneously with on-campus tests/examinations) may be arranged for them. Subject teachers shall provide students with advice regarding the assessment arrangements as and when needed.

Vaccination and regular COVID testing

Students in Hong Kong who have not been vaccinated or have not received regular COVID testing should attend their general LT classes online. However, they will be able to access the campus and Library and attend essential LT activities, tests and final examinations to be held on campus, by observing the University's health and safety measures for COVID-19 pandemic as well as the Government's related regulations. Students and staff are required to self-report their COVID-19 vaccination status and records from mid-August 2021, using an online reporting system being developed by the Information Technology Services Office (ITS). Staff members will be further informed of the implementation details of the online reporting system in due course.

Other arrangements

To address colleagues' concerns about the time needed to set up the necessary devices and equipment for the hybrid mode, we advise that all subject teachers shall end classes 15 minutes earlier in the coming semester, instead of 10 minutes as practised currently, to make room for the set-up of devices or preparation by the subject teachers of subsequent classes (e.g. ending at 11.15 am for a class from 10.30 am to 11.30 am). Besides, to inform and improve student learning more effectively, subject teachers shall provide students with the assessment rubrics at the beginning of the semester and give timely feedback on students' assessed work, well before the end of teaching. If you have any questions on the above arrangements, please contact the Academic Registry [hotline: (852) 2333 0600 or email: ar.dept@polyu.edu.hk].

Thank you very much for your good work and commitment to upholding the quality of the education provision at PolyU.

With warm regards

Prof. K.Y. Wong

Vice-President (Education)