Community of Practice Seminar

STUDENTS AS PARTNERS

24 Jan 2024 (Wed)
12:30pm - 1:30pm

* Notes: A coffee meet-up will be organised after the seminar. SaP mentors and speakers are keen to meet colleagues for SaP project consultation. Participants can reserve a seat for consultation during registration.

Learning Lab
(RRS 321, Run Run Shaw Building, Main Campus, HKU)

SPEAKERS

Dr. Rachel Lui
Senior Lecturer, Assistant Dean, Faculty of Science, HKU

Mr. Wang Issam
2nd year BSc[Hon] student, HKU Business School

Dr. Yong-Hong Kuo
Assistant Professor, Director of Teaching and Learning, Department of Industrial and Systems Engineering

Dr. Mel Li Khong
Lecturer / Digital Education Consultant, US Faculty of Medicine

Mr. Ho Ka Chun
5th year MBBS student, US Faculty of Medicine

Ms. Lee Ka Ching
4th year MBBS student, US Faculty of Medicine

Ms. Lam Chin Yau
4th year MBBS student, US Faculty of Medicine

Ms. Ng Tsz Ching
3rd year MBBS student, US Faculty of Medicine

Mr. Wong Cheuk Lun
3rd year MBBS student, US Faculty of Medicine
II. HKU Students - step-by-step instructions

After discussion with faculty about the SaP activity, students need to take the following steps to apply for credit recognition:

**Step 1:** Do you have the pre-approval number from your HKU organizer or from your application from the Horizons office?

- **Yes:** Move directly to step 3.
- **No:**

**Step 2:** Students apply for preliminary approval through HKU 2. Portfolio (sample), to obtain the pre-approval number at least one month before an activity takes place.

**Step 3:** After completion of the project, students report on their activity through the online platform (sample) with the pre-approval number and submit the final activity report. (A group of students participating in the same activity should use the same pre-approval number)

**Step 4:** The approved credit will be automatically reflected on the student’s Academic Attainment Profile (AAP).

**Step 5:** When a student has 5 credits, he/she will be able to present the credits on the transcript. When a student has accrued four or five credits, he/she will be given an opportunity to indicate which three credits he/she would like to show on the transcript and AAP. This may be done at any time during their studies.

See the sample AAP profile bundling of 5 or more credits [here].

III. HKU Units or Teachers - step-by-step instructions

HKU units or teachers wishing to offer SaP activities for students to earn credits are requested to apply for pre-approval and obtain a pre-approval number ideally three months in advance:

**Step 1:** HKU organizer(s) apply for pre-approval through Horizons’ Office’s online Google form (sample), and obtain(s) the pre-approval number from Horizons office at least three months before the activity takes place.

**Step 2:** Inform the student(s) of the pre-approval number, and remind them to project and send the report to the Horizons office through the online platform.

What happens after students hand in the application?

The Horizons office will review the applications. The approved credits will be reflected on the student’s Academic Attainment Profile (AAP). Faculty/ HKU staff members are not involved in the credit-claiming process.

As students accumulate 5 credits or more, he/she will be able to group credits in bundles of 3 on the transcript. Students can choose which three credits he/she would like to show on the transcript. This may be done at any time during their studies.

See the sample AAP profile bundling of 3 or more credits [here].
Jan 24 SaP Consultation 1:20- 2:30

SaP Mentors

Dr. Peter Fok Man Lau
Lecturer
Teaching and Learning Innovation Centre, HKU
CR2 574, JF Kennedy Club Tower, Centennial Campus, Pokfulam,
pfok@hku.hk

Preferred consultation times: any time when not teaching.

Mandy H. Liu
Lecturer, School of Biomedical Sciences
Lab 9C, Laboratory Block, 21, Sherman Road,
Faculty of Medicine, HKU;
hsliu@hku.hk

Preferred consultation times: any time when not teaching.

Michael is from the Faculty of Dentistry and has been at HKU for 27 years. He has been actively engaged in educational reforms, pedagogy innovation, and research. He is the Lead of the Community of Practice for the Students as Partners initiative.

Peter is a Lecturer at the Teaching and Learning Innovation Centre. He has a decade of teaching experience. As an advocate for Students as Partners (SAP), Peter works with colleagues and students in T&L projects on various topics, such as scenario-based, team-based learning, academic integrity, creative think, reflective portfolio, etc.

Mandy is a dedicated educator in anatomy and histology education at HKUMed, contributing to all year-level undergraduate programs. She is the coordinator of year 1 anatomy teacher in the Year 1 programme (Functional anatomy and anatomy education).

Speakers

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Mr. Wang Issam
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Dr. Yung-Hong Kuo
Assistant Professor, Director of Teaching and Learning, Department of Industrial and Manufacturing Systems Engineering

Mr. Mei Li Khong
In-House Lecturer / Digital Education Consultant, LHS Faculty of Medicine

Mr. Clement Ho
4th-year MBBS student, LHS Faculty of Medicine

Mr. Winson Chan
4th-year MBBS student, LHS Faculty of Medicine

Ms. Monica Lee
4th-year MBBS student, LHS Faculty of Medicine

Ms. Viviana Lam
4th-year MBBS student, LHS Faculty of Medicine

Ms. Alexia Ng
3rd-year MBBS student, LHS Faculty of Medicine

Mr. Ethan Wong
3rd-year MBBS student, LHS Faculty of Medicine
Thank you!

Don’t forget to sign up for the SaP CoP Email list!