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Introduction

The academic year 2002 – 2003 has been a productive year for CELT in working towards our mission to For Students advance the quality of learning and teaching at HKUST. New General Education Course Highlights of our accomplishments include:

Faculty and Teaching Staff
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Special Feature

1. Learning and Teaching during SARS: turning adversity into opportunity
2. Call for CLI Proposals - Second Round
3. Introducing the New WebCT - Campus Version 4.0
4. TIME - Teaching Information Management Environment

1. Learning and Teaching during SARS: turning adversity into opportunity

The SARS period during the Spring 2003 semester was a difficult time for all but in such adversity students and instructors rose to the challenge to explore a variety of innovative methods of learning and teaching. Learning curves were steep as classes were suspended with two days notice and courses were taken online as much as possible. The need for such a rapid change gave rise to creativity in making changes to course syllabi, assessments and finding alternative delivery methods. On June 12th, CELT organized an informal panel to discuss some of the lessons we all learned from teaching during the time of SARS. We would like to express our thanks to panel members, Dr. Chun Liang (BICH), Dr. Philip Sou (PHYS), Dr Michael Wong (PHYS) and Dr Paul Forster (ISMT). The session was videotaped and will be placed on the CELT website in the near future.

One of the initiatives that resulted from going online at such short notice involved teaching staff using HKUST's CyberU facilities for videotaping lectures. These were streamed online and synchronized with PowerPoint presentations. At the same time, these videotaped lectures could be requested on VCD for those students who didn't have broadband Internet access. It turned out that students' use of the VCD version of the lectures was quite minimal. This is probably a reflection of avoiding the need to travel to HKUST during SARS, as well as the availability of broadband Internet access in Hong Kong.

Some faculty found that bringing in a small 'audience' helped during the videotaping, as they could communicate to people more naturally. Faculty using animations and movies to convey concepts found it was necessary to videotape these separately and placed them online as streaming video so that they could be seen clearly. In addition to webcasting lectures, staff also used WebCT's quiz feature to replace the use of PRS or paper-based quizzes and used WebCT's chat feature for online office hours.

One faculty member went very cutting edge and introduced

weblog (aka blog) software as a tool for casebased learning in one of his classes which was already using online learning (please see http://ihome.ust.hk/ ~pwfblog/blog). Students took off with this but a downside was that a lot of postings by students increased the reading load for their peers and the teacher!

However, there were notes of caution from a number of teaching staff about technical difficulties for students with plugins for video, etc and the level of IT competence required of students when learning online. Not surprisingly, those teaching staff and their students who were already using the online medium as an integrated adjunct to the course experienced the least problems with moving so rapidly to web-based learning environments such as WebCT. Perhaps our biggest lesson in being prepared for a possible reoccurrence is to have online elements, such as web-based discussions which extend the classroom walls electronically, as a regular part of all our courses.

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2. Call for CLI Proposals - Second Round

CLI - the "Continuous Learning and Improvement (CLI) through teaching innovation" project funded by UGC is inviting teaching development proposals from faculty and instructors. In this second round, they can seek funding either to adapt the innovations developed in the first round for their own teaching, or to start a new subproject. As in the first round, the proposal should adopt an Action Research Approach (For details, please visit the Action Research site at the IDEAS portal - http://celt.ust. hk/ ideas/). Applicants for new sub-projects are also expected to provide support to their peers in adopting the innovative teaching ideas they pioneer.

	Funding Limit
New sub-projects	HK$140,000
Adaptations of existing CLI sub-projects	HK$50,000

How to submit a proposal

Applicants have to complete a project plan and send it to Charlotte Chow of CELT by email or internal mail (Email:

ctchow@ust.hk; Ext.8916) on or before 31 Oct 2003. Application forms can be downloaded from the CLI project website. If you have any problem in preparing the project plan, or are not quite sure if your teaching ideas fit into the scope of the CLI project, please do not hesitate to contact Mr. Nick Noakes (Email: nick.noakes@ust.hk; Ext. 6809) for assistance.

How your proposals will be processed

By the third week of Nov 2003, consideration by the CLI Project Committee of all submitted proposals will be made. For new sub-projects, priority will be given to satisfying one or more the following criteria:

- First-time applicants to the CLI project
- Teaching innovations targeting large classes
- Involvement of peers
- Inter-department collaboration
- Wide applicability

The Committee's decisions will be announced in the last week of Nov 2003.

Acceptance of Grant

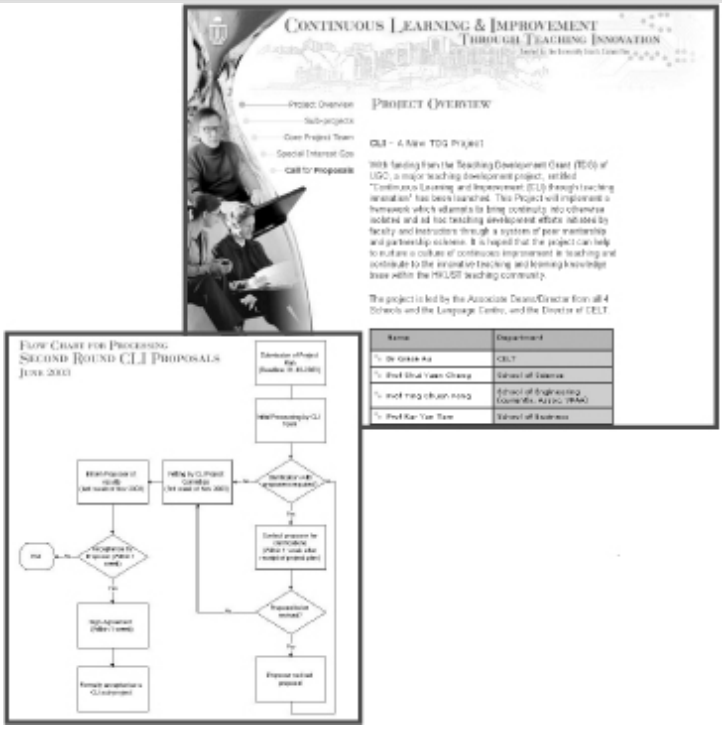
Upon notification of the success of their applications, faculty and instructors concerned will then be asked to indicate their formal acceptance of the grant by signing an agreement which stipulates the conditions of the award of the grant. Your attention is drawn to the following essential aspects of the said agreement with respect to the duties of the grant recipients:

- Proceeding with the subproject as stated in the project plan;
- Adopting an Action Research framework in the sub-project; Preparing report document;
- Sharing of project outcomes and experiences with peers;
- Acting as mentors to support peers to apply the innovative teaching ideas they developed in the subprojects (For new subprojects only)

For details of the agreement, please visit the CLI website.

CLI project Website
http://celt.ust.hk/cli

Contact
Interested parties may contact CELT's staff, Charlotte Chow, through email at ctcli@ust.hk.



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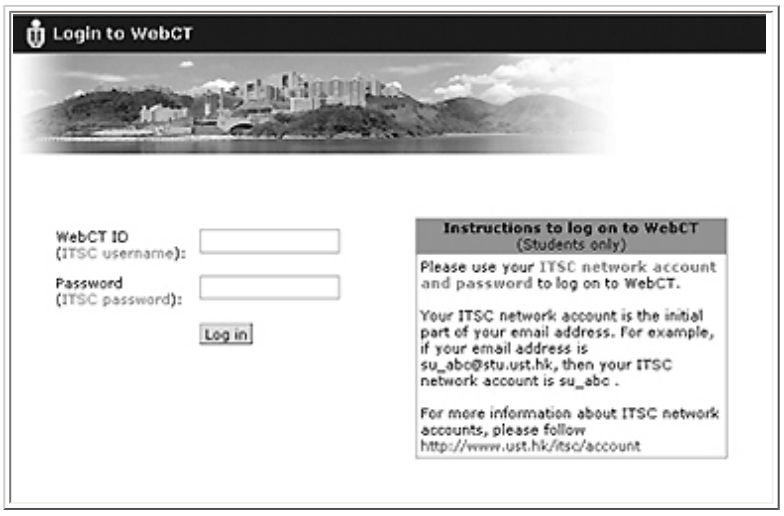
3. Introducing the New WebCT - Campus Version 4.0

As from Aug, 2003, WebCT will be upgraded to Campus version 4.0. This new version is a significant upgrade from the previous one. The user interface has been much improved and some new features added including:

- To logon to WebCT, HKUST users (including teaching staff and students) can use their university network account (i.e. ITSC email account) username and password.
- An equation editor for inputting complex mathematical formulas
- An easy-to-use editor for inputting and formatting text
- An easy-to-use file management front-end



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4. TIME - Teaching Information Management Environment

TIME is a UGC funded teaching development project jointly organized by HKUST, CityU and HKBU which aims to develop a web-based system to support the teaching development activities of faculty and instructors in HKUST. It will provide them with

- a personalized gateway for access to all the different teaching related web-based applications and resources, such as WebCT, course evaluation reports, TIME - Teaching Information Management Environment CELT's seminars and workshops;
- an area in the intranet where they can store and share all their teaching related resources with their peers;
- a web-based system to help them develop their own personal teaching portfolios.

The system will in future be part of the University portal currently under development by ITSC.

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Highlights for Faculty and Teaching Staff

Seminars and Workshops by Overseas and Internal Speakers were held during the academic year. These include:

1. Seminars

- "Using Quick Classroom Assessments to Monitor Student Learning" by Susan Walcott, Educational Consultant with Wolcott Lynch Associates;
- WHURLE: An Adaptive Learning Environment by Dr. Tim Brailsford and Dr. Adam Moore from University of Nottingham;
- Panel Discussion on Scientific Innovation to Fight Against SARS with in-service medical professionals.
- Panel Session on SARS Lessons: Our stories, triumphs and setbacks; with HKUST faculty members.

2. Workshops

- Three "Crash Workshops on WebCT 3.1" for nonwebCT users.
- "Maximizing PowerPoint Presentation" workshop to empower participants to develop creative, dynamic and effective presentations.

3. Teaching Development Projects

The Teaching Development Grant (TDG) projects include:

- "Continuous Learning and Improvement (CLI) through teaching innovation". The project aims to help nurture a culture of continuous improvement in teaching and contribute to the innovative teaching and learning knowledge base within the HKUST teaching community.
- "Teaching Information Management Environment" (TIME) The project aims to provide a web-based environment to help university teachers document, archive and reflect on their teaching related activities and to create their personal electronic teaching portfolios.

To encourage peer mentoring among faculty and

instructors, four Special Interest Groups (SIGs) have been set up, among which the first meeting on Visualization and Simulation has been held.

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Highlights for Teaching Assistants

The **Teaching Assistant Program** was held during the academic year. The two-tier support system was used, in which CELT supported Teaching Assistant Coordinators (TACs) who in turn supported their peers, the TAs. For the TA induction, new IT Workshops such as the "Presentation Skills Workshop" were introduced. In response to SARS, the DIY Workshop titled "Preparing Teaching Materials on the Web" was held twice in March.

The **Best TAC Award Presentation Ceremony** was held on June 12, 2003. This year the 'Best TAC Award' goes to:

- Mr. Zhang Hexin, Johnson (CIVL)
- Mr. Han Gang (MATH)
- Mr. Lau Wai Kay, Ricky (COMP)
- Ho Shuk Ying, Susanna (ISMT)

Highlights for Students

New General Education Program

With an initiative to embed employability into HKUST undergraduate majors, GNED005 Team and Leadership Skills was launched for the first time in Spring 2003, as the second in a series of lifelong learning, general education courses, being offered in parallel with GNED 001. Combining classroom activities and Problem-based Learning, the course has focused on working with, and management of, others within the context of problemsolving teams. The PEAKS (Portfolio of Essential Attributes, Knowledge and Skills) system was continuously being used by students for personal development planning.

Class Arrangement during SARS

Due to SARS outbreak, classes in UST were suspended from 29 Mar to 12 Apr. A combined mode of delivery was adopted for GNED courses. Major classroom activities were replaced by online learning. Students were offered optional face-to-face lab sessions for PEAKS.

"MatchYourPet" project

To reinforce life-long learning among students, CELT supported a project initiated by a group of UST students, who wanted to help the pets from public housing estates that were to be affected by the government's decision to ban pets due to hygienic consideration. To help the pets find new homes, a website titled <MatchYourPet> has been developed and is being regularly updated. CELT has committed to help them implement the project in logistics, webpage design and technicality, as well as media connection in the later stage to get greater exposure. The team gradually becomes self-directed in running the whole venture. The experience has helped them extend their lifelong learning opportunity via taking part in community service.

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Highlights for Wider Education Community

CELT in collaboration with HKUST College of Lifelong Learning offers a list of programs for the wider education community. These fit into three categories:

- Information Technology for Schools Design,
- Language and Communication Skills
- Life Skills and Training Workshops for Students.

UGC Interface 2000 project: Interactive Online Media Art Gallery (IMAG) has come to an end. It was a huge success, with over 2600 participants and over 600 submitted entries. All award-winning artworks are now being hosted on the Online Gallery at http://imag.ust.hk/gallery. IMAG CD-Roms will be distributed to all primary and secondary schools in Hong Kong in late August. There will also be an exhibition featuring the award-winning artworks at Hang Hau and Tseung Kwan O MTR stations during August 18 - 24, and August 26 - 30, 2003 respectively.