THE HONG KONG UNIVERSITY OF SCIENCE AND TECHNOLOGY
Approval of Undergraduate Course

Section 1: Academic Administration [1]

1.1 Catalog

a) Course to be effective from: Academic Year   2020/21   Term   Summer

b) Department Code[3]:   SHSS   Subject Area[3]:   *SHSS*   Course Number [4]:   SHSS 1050

Previous Course Code[5]:

c) Full Title[6] *(max. 100 characters)*:   Humanities and Social Science Co-op Program

d) Abbreviated Title[7] *(max. 30 characters)*:   SHSS Co-op

e) Course Credits[8]:   ✓ Fixed: 3   ◯ Range: From   To

f) Catalog Description[9] *(word limit = 150)*:

> This course aims to engage students in working as an intern at an internship partner workplace in order to gain work experience while being guided by an alumni mentor and/or the staff of the DAO and SHSS program office. Course assessments will be based on students' written reports and supervisors' evaluation. Credits will only be granted for working at an internship partner recognized by DAO and SHSS. Course enrollment excludes SHSS students in their final year. Instructor's approval is required for enrolling in the course. Graded P or F.

g) Grading Type[10]:   ◯ Letter Grades   ◯ Distinction/Credit/Pass/Fail   ✓ Pass/ Fail

◯ Distinction/Pass/Fail   ☐ Others *(please specify)*:

h) ☐ Prerequisites[11]:

Course Code / Public Exam	Course Title / Exam Subject and Level / Grade attained

i) ☐ Corequisites[12]:

Course Code	Course Title

j) ☐ Exclusions[13]:

Course Code / Public Exam	Course Title / Exam Subject and Level / Grade attained

k) ☐ Co-listing[14]:   ☐ Multi-coding[14]:

Course Code	Course Title

l)   Other Enrollment Restrictions[15]   ◯ No   ⊘ Yes

☑ Instructor's approval required

☑ Restricted to specified student group(s)
(please specify, e.g. year and program of study):   SHSS students in Year 2 and 3

☐ Others (please specify):

m)   Medium of Instruction/Materials[16]:   ◯ English   ⊘ Others, (Pls specify and provide a justification in Section 1.3):

Cantonese, Mandarin, English or other languages that are deemed appropriate

n)   Allow course repetition for credit[17]:   ⊘ No   ◯ Yes

1.2 Contribution of course to Programs of Study [Check all appropriate boxes below]

☑ Major

Program of Study	As		
Global China Studies Quantitative Social Analysis	☐ Required Course	☑ Elective	☐ Prerequisite

☐ Minor

Program of Study	As		
	☐ Required Course	☐ Elective	☐ Prerequisite

☐ Common Core

☐ Others (pls specify):

Program of Study	As		
	☐ Required Course	☐ Elective	☐ Prerequisite

1.3 Rationale for Introducing this course and other relevant information [18]

Rationale

Today, university students face unprecedented challenges due to rapidly changing social, technological and economic conditions. A Co-operative Education (Co-op) program aims to address these challenges by enabling students to apply knowledge learned in the classroom to the workplace, to develop their career goals, and to acquire practical, industry-specific skills that will help them to adjust easily to the workplace upon graduation.

Many alumni entrepreneurs and alumni in senior management are keen to recruit HKUST talents, providing fellow alumni with a training opportunity which enables them to transition smoothly to the marketplace. This program will tap into the alumni network to provide work experience as well as mentorship for students enrolled in this program.

Other Relevant Information

In the workplace, English, Cantonese, and/or other languages may be used in some situations. Language requirements will be made clear to students before they decide to enroll in the course.

Section 2A: Learning Outcomes and Alignment *(for courses not proposed to be Common Core Courses)*

2.1 Key Course Intended Learning Outcomes *(Should not normally exceed six or eight outcomes)*

Upon completion of this course, students are expected to be able to do the following:

	Course ILOs	Nature of the learning outcomes (A - Knowledge/Content Related; B - Academic Skills/Competencies; C - Others)
1	Have developed practical, hands-on experience in an industry related to his/her studies and/or career interests;	B
2	Have improved his/her communication skills and techniques	B
3	Have applied what s/he had learnt to the workplace	A
4	Have built an evidence-based work portfolio.	B
5		
6		
7		
8		

2.2 Contribution of Learning Outcomes to Programs of Study identified in Section 1.2
(Please also complete Section 4.1)

	Program of study 1: _____Global China Studies_____ Program ILOs	To be achieved through these course ILOs *(Write CILO-1, CILO-2, etc.)*
1	Applying knowledge in humanities / social science to study issues of social or cultural significance	CILO-3
2	Applying knowledge in humanities / social science to study issues relating to China and the world	CILO-3
3	Develop students' academic and self-learning skills	CILO-1, CILO-2, CILO-3
4	Enhance students' academic writing competence	CILO-2, CILO-4
5		
6		
7		
8		

	Program of study 2: _____Quantitative Social Analysis_____ Program ILOs	To be achieved through these course ILOs *(Write CILO-1, CILO-2, etc.)*
1	Describe differences between the major social science disciplines, especially in reference to their dominant paradigms, topics and subjects of concern, and approaches to the use of quantitative methods.	CILO-1, CILO-3
2	Define a research question that involves the analysis of social data, situate it within the existing literature(s) of one or more of the major social science disciplines, and identify the quantitative methodologies most appropriate for addressing it.	CILO-1, CILO-3
3	Recognize and describe the special challenges to drawing conclusions from the analysis of social data posed by issues such as selection, endogeneity, and omitted variable bias.	CILO-1, CILO-3
4	Locate existing datasets that will help them answer their question, or if	CILO-1, CILO-3

	there are no relevant datasets, collect new data.	
5	Design analysis to minimize the risk that observed relationships are spurious or artefactual.	CILO-1, CILO-3
6	Manage complex datasets to prepare them for analysis by using scripting facilities or programming languages that are routinely included as part of statistical software packages such as STATA.	CILO-1, CILO-3
7	Carry out analysis using advanced methods.	CILO-1, CILO-3
8	Communicate results in writing and via presentations to lay audiences.	CILO-2, CILO-4

Section 2B: Additional Information[2] *(for courses not proposed to be Common Core Courses)*

2.3 Planned Teaching & Learning Arrangement

Teaching & Learning Arrangement		Weekly Scheduled Hours/ Estimated Weekly Learning Hours	Indicate which course ILOs this activity serves to achieve (Write CILO-1, CILO-2, etc.)	Additional Information (optional)
Face-to-face activities	☐ Lecture*			
	☐ Tutorial*			
	☐ Seminar/Small-class*			
	☐ Laboratory*			
	*Does the above scheduled component(s) involve structured active learning activities? [19] ○ No ○ Yes If yes, please specify for each scheduled component, the percentage and the type of active learning involved in the "Additional Information" column.			
	☑ Others (e.g. fieldtrip, visit, etc.), *pls specify:* *Work placement*	10	CILO-1 to CILO-4	
Online activities	☐ Online lecture videos			
	☐ Other online learning tasks, *pls specify:*			
The total learning hours of the course# is equivalent to <u>a minimum of 150</u> hours [8] *# including both scheduled instructional hours and hours for self-study activities & assessment*				

- For course adopting a pedagogic approach other than lecture, tutorial and laboratory, please indicate the pedagogy used:

  ○ Blended learning [20]   ○ Pure online delivery [21]

  ○ Experiential learning [22]   ○ Others, *pls specify:*_____

2.4 Planned Assessment Weightings

Assessment Task	Proportion of Final Grade (%)	Indicate which course ILOs this task is to assess (Write CILO-1, CILO-2, etc.)	Additional Information (optional)
☐ In-class test			
☐ Mid-term test			
☐ Final exam			
☐ Written assignment			
☐ Project report			
☐ Presentation			
☑ Learning portfolio	**90%**	**CILO-1 to CILO-4**	
☐ Course participation			
☐ Peer evaluation			
☑ Others (e.g. proctored online exam, etc.), *pls specify:* _Supervisor's evaluation_____	**10%**	**CILO-1**	

2.5 Course Duration

(✓) 1 term   ( ) 2 terms   ( ) Others, *pls specify:* _____

2.6 Planned Frequency of Offerings [Check all appropriate boxes]:

[ ] Every Fall   [ ] Every Winter

[ ] Every Spring   [ ] Every Summer

[✓] No fixed pattern

[ ] Other *(pls specify):* _____

2.7 Course outline attached

(✓) No   ( ) Yes

* **Internationalization:**

Internationalization in a course refers to course content and/or pedagogic approaches which incorporate an intercultural and international perspective. Examples may include:
- Collaboration with overseas institutions to develop and adopt international course content, or to arrange international field trip
- Insertion of international theme as part of the course
- Integrating the course content with international material as examples or case studies
- Elements to provide global diversified perspectives and/or practices around the world

Please briefly list or summarize any component(s) in the course that contributes to internationalizing the curriculum:

2.8 Resources

Request extra resources for teaching this course?   (✓) No   ( ) Yes

Section 4: Development, Concurrence and Approval

4.1 Contribution to the Program Learning Outcomes

The course is confirmed by the following Major/Minor program department(s)/unit(s) as indicated in Section 1.2 that it would contribute appropriately to overall program learning outcomes.

Department/Program unit	Position	Name	Date
School of Humanities & Social Science	Associate Dean	Prof Carine YIU	9-Feb-21

4.2 Approvals

Recommendation from offering department(s) and School(s)/IPO

Offering Department/Program Unit	Position	Name	Date
Development & Alumni Office	Director	Miss Daisy CHAN	9-Feb-21

Recommending School/IPO	Position	Name	Date
School of Humanities & Social Science	Dean	Prof Kellee TSAI	9-Feb-21

Concurrence from other Schools or departments/units

School/Dept/Program Unit	Position	Name	Date