

**Enrolment issues and Remedial Measures by the Community College at
Lingnan University and Lingnan Institute of Further Education**

A Brief Report submitted to
Panel on Education, LegCo, HKSAR

Preamble

This report provides the background regarding the 2012-13 admissions exercise at the Community College at Lingnan University (CCLU) and Lingnan Institute of Further Education (LIFE), the associated facilities arrangements, as well as the immediate measures and actions taken to rectify student concerns and for further improvement of teaching and learning resources.

The unprecedented surge in applications following the release of the Hong Kong Diploma of Secondary Education (HKDSE) scores resulted in significantly unbalanced demand across CCLU's and LIFE's offered programmes and locations. Under normal circumstances, the planned CCLU and LIFE faculty and facilities would likely have been able to accommodate the overall number of students accepted; however, in this instance, difficulties in assigning students and coordinating academic programme schedules for different education centres together with renovation delays led to the necessary postponement of four class hours per course during the period from 24 September to 20 October, 2012.

1. Developments in CCLU and LIFE Admissions 2012-13

1.1 From 9 February to early July 2012, more than 6,000 applications for the programmes of AD, Pre-AD, HD, Advanced Diploma and Diploma were received and conditional offers made. During the admission period between 22 and 24 July 2012 (after the release of HKDSE results), more than 3,900 additional applications were received by CCLU and LIFE. As of 24 July, CCLU and LIFE received a total of more than 10,500 applications. Among 4,600 students who had paid a deposit at that time, more than 1,300 students applied to study at Tsim Sha Tsui/Jordan district.

1.2 For the academic year 2012-13, the total number of applications for all five programmes was 12,127, and a total of 9,100 offers were made. The total new enrollment of 5,153 is outlined in the tables below (as of 13 November 2012). The take-up percentage is 56.6% based on 5,153 intakes from 9,100 offers.

1.3 A summary of the total new student intakes per programme against the adjusted planned intake is given in Table 1.

Table 1: All Programmes (Yi Jin Diploma enrollment not included)

Programmes	Adjusted Planned New Intakes (dated 13 July 2012)	Actual New Intakes (as of 13 November 2012)
Associate Degree	1,540	2,017
Higher Diploma	1,340	1,456
Advanced Diploma	420	739
Diploma	460	790
Pre-Associate Degree	60	151
Total	3,820	5,153

1.4 The following two tables (Tables 2 and 3) separate admission according to Hong Kong Qualifications Framework (HKQF) Levels 3 and 4.

Table 2: QF Level 4 Programmes

QF Level 4 Programmes	Adjusted Planned new Intakes (dated 13 July 2012)	Actual New Intakes (as at 13 November 2012)
Associate Degree	1,540	2,017
Higher Diploma	1,340	1,456
Advanced Diploma	420	739
Total	3,300	4,212

Table 2 indicates that the difference between the actual new student intakes as of 13 November 2012 and the adjusted planned intake is 593 for the AD and HD programmes, and 912 for all three Level 4 programmes ranging from AD, HD, and Advanced Diploma.

Table 3: QF Level 3 Programmes

QF Level 3 Programmes	Adjusted Planned new Intakes (dated 13 July 2012)	Actual New Intakes (as at 13 November 2012)
Yi Jin Diploma	3,000	1,343
Diploma	460	790
Pre-Associate Degree	60	151
Total	3,520	2,284

Taking all programmes into consideration, QF Level 4 programmes were over-enrolled while QF Level 3 programmes were under-enrolled.

2. Capacity: New Academic Block (NAB) and Downtown Education Centres

2.1 With the expected large influx of students, six downtown education centres (in addition to the NAB at Lingnan University campus) were ready for operations in September: a) Tsim Sha Tsui Education Centre, b) Jordan Ocean Education Centre, c) Jordan Austin Education Centre (New), d) Tsuen Wan Cheong Wah Education Centre (New), e) Tsuen Wan Hoover Education Centre (New), and f) Tuen Mun Education Centre.

2.2 Due to high demand in the Tsim Sha Tsui district, two more new education centres, i.e. Houston Education Centre and Chinachem Education Centre (totaling over 30,000 square feet of space), were confirmed. As a result of the time required for the tendering procedure coupled with delays in renovation works, these two education centres eventually opened for operations on 22 October 2012.

2.3 The total student capacity of CCLU and LIFE is 7,934. This includes the NAB, with capacity of 2,000, and the planned capacity of 5,934 in the 8 education centres. For Term 1 of the 2012-13 academic year, the total number of enrolled (new and progressing) students stood at 7,356 for all CCLU and LIFE programmes.

3 Critical Factors leading to the Larger than Expected QF Level 4 Intakes

3.1 Spaces for Yi Jin should not have been directly shifted over for AD/HD

With the lower than expected enrollment for the Yi Jin Diploma, one whole floor of classrooms at the Hoover Centre was re-deployed for admitting extra AD students. The assumption of direct transferability of Yi Jin spaces for AD spaces gave false signal of having extra capacity for admitting additional students. In actual fact, infrastructure and facilities needed to be further integrated and expanded to cater for the needs and demands of AD/HD students.

3.2 CCLU and LIFE Management adding New Intakes with Additional New Centres

With the expected addition of new education centres in the Chinachem and Houston Centres, anticipation of extra capacity resulted in admission of additional students after the announcement of JUPAS results for HKDSE students on 17 August. With most of the applicants having HKDSE results better than the 33222 (required for JUPAS application), attempts were made to accommodate more of these better qualified applicants. However, with the leases confirmed in mid-August and availability at around mid- to late-October, difficulties in class scheduling and sufficiency of classrooms for the period from 24 September to 20 October were not effectively executed by the CCLU and

LIFE management. Consequently, communication messages regarding postponement of classes were confused with cancellation of classes without make-ups.

4 Measures and Follow-up Actions Undertaken

4.1 Formation of Inquiry Panel

In light of the student concerns, the University management set up a three-member panel in late September to inquire into and review the operations of CCLU and LIFE in the 2012-13 admissions exercise. The University Council has since expanded membership of the panel to five members. CCLU and LIFE have been in full cooperation with the inquiry panel and it is anticipated that after a full-scale investigation, findings and recommendations will be made available.

4.2 Addressing Students' Concerns

With the demonstrated commitment of our administrative staff and faculty members who are working tirelessly to resolve the outstanding issues, major areas of concerns raised by the 關注嶺大社區學院及持續進修學院行動 (下稱關嶺行動) at the Public Forum on 9 October 2012 have all been addressed. Moreover, ten additional requests were raised by 關嶺行動 via Spokesperson Ms. Sandra Chao on 29 October 2012. 關嶺行動 was satisfied with the formal response issued on 1 November 2012 and called off the public forum originally scheduled for 5 November 2012.

4.3 Additional Measures to Enhance Student Experience

CCLU and LIFE have taken additional measures to improve and enhance the student experience and learning opportunities. These measures include:

- Emphasis on communications with students, including briefing sessions with faculty and staff, as well as issuance of information bulletins.
- Enhancement on student activities such as personal development workshops, articulations seminars, leadership skills training, etc.
- Reallocation of resources to increase the budget for student enhancement activities.
- Additional multimedia laboratories, study rooms and computer facilities for all centres.
- Central Learning Resources Centre in Tsimshatsui East with 5,000+ specialized reference books and academic textbooks related to student programmes and specializations.
- Library book delivery services from Tuen Mun to education centres in Tsuen Wan and Tsimshatsui East.

4.4 Admission Strategy for 2013-14

To adopt better control mechanisms on student admission for 2013-14, CCLU and LIFE have re-structured the admission execution committee including setting up sub-committees for the two different categories of programmes, which will meet regularly to consider various admission-related issues.

For the 2013-14 admissions exercise, internal control mechanisms include capping upward adjustment for overall enrollment at 10% against the planned target student intakes. The two admission Sub-committees will maintain very tight monitoring on the offer figures, and upward adjustments would have to be approved by the Dean of CC and FE. The Board of Governors of CCLU at the 4 December 2012 meeting agreed on a target new intake of 1,200 AD students for 2013-14; consequently, LIFE Management Board also shared similar target of 1,200 new intakes for its 2013-14 HD programmes.

Closing Remarks

We are committed to taking a hard look at how we can move forward. CCLU and LIFE will continue to evaluate ways to improve both the timeliness and clarity of communications with staff and students in addition to reviewing programme management protocols, in particular, admission control. With dedication and concerted efforts of faculty and staff at CCLU and LIFE, the commitment for return to normalcy will be realized with all the enhancement of services and teaching facilities being put into place for a more harmonious learning environment at CCLU and LIFE.

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