

## **MA in Chinese Programme and Curriculum Committee (MACPCC)**

### **Terms of Reference:**

The MA in Chinese Programme and Curriculum Committee (MACPCC) is set up to monitor the MA in Chinese (MAC) Programme. The major responsibilities of MACPCC are:

- a) To take charge of MAC programme including the design, implementation and review of the curricular, inter alia, the achievement of the intended student learning outcomes.
- b) To liaise with all departments/centres concerned on programme matters such as course offerings for each year.
- c) To liaise with the Registry / School of Graduate Studies (GS) on all academic matters including review of academic regulations and assessment matters.
- d) To maintain the academic standards of MAC programme at a level appropriate to the type of award.
- e) To maintain general supervision of the system of continuous assessment.
- f) To determine students' assessment results.
- g) To assess the progress of students and to report its decisions, including its recommendations for award classification, to the Postgraduate Studies Committee.
- h) To consider appeals referred to it by the Registrar.
- i) To report to the Department Board of Department of Chinese on the progress, review and development of the MAC programme.
- j) To review admissions policy for MAC programme.
- k) To deal with all other matters related to MAC programme.

### **Membership:**

- Chairman: Programme Director  
Secretary: A member of staff appointed by the Chairman  
Members#: Head of Department of Chinese (if not concurrently the Programme Director)  
Associate Programme Director  
Staff members of the Department of Chinese teaching the MA courses  
Administrative staff of the programme  
One student representative from each intake year

*# External Academic Advisers shall be invited to attend the PCC meetings at which examination matters are discussed.*