

Name of meeting:	2 <sup>nd</sup> SBM UG Student Representative Committee Meeting (2013-14)
Date and time of meeting:	Feb 24, 2014, 6:00-7:45pm
Minutes Prepared by:	Vivian Chu
Attendance of SBM UG Programs Office:	Emily Nason, Ka Yee Lee, Twiggy Wu and Vivian Chu
Attendance of UG Student Representatives:	CHANG Rainbow, CHENG Kelvin, CHOI Jeremy, CHOW Raphael, HE Rose, JIO Rina, LAM Cherenade, LAM William, LAU Nelson, LEE Derrick, MAR Hugo, SHAH Mukund, TO Karen, YU Kelly, YUEN Nathaniel and YUNG Sherry
Absence with Apologies:	AGRAWAL Shashwat, CHO Julie, , LEE Jennifer, LEUNG Vincent, MOK Alec, SONG Vicky, WAN Sophia, YANG Minju

Main points covered in meeting	
Brief outline of discussion point (include reference from agenda)	Response/ Follow up
<p>1. <i>Sub-committee: SBMT1111 and Cohorts</i></p> <p>1.1 Leaders: CHENG Kelvin &amp; SHAD Mukund Members: LAU Nelson &amp; TO Karen</p> <p>1.2 Questionnaires were sent out, but only a few responses, mainly from cohort leaders, were received:</p> <p>a. Suggested to maintain 1 cohort compulsory activity and offer more varieties of cohort electives to students.</p> <p>b. Complained that the team building camp at KITEC, Kowloon Bay was too lengthy. In addition, the activities were physically too demanding for female students. Moreover, the transport instruction after the event was not clearly provided and some students got lost. Lastly, some students found it unreasonable not to allow students who were sick to leave early.</p> <p>c. Agreed that enthusiastic cohort leaders could help to build sense of belongings to the cohort and bonding among members. Suggested to have the same group of students (including peer mentors) for the</p>	<p>Members were welcome to suggest activities that would arouse students' interests.</p> <p>In the coming year, the team building camp would be in a different format. For each camp site, there would only be two to three cohorts to enhance closer interaction. Cohort facilitators were currently planning cohort induction for the new academic year by visiting different camp sites and recruiting external trainers to design better activities. For assisting students not feeling well, it was believed that students could be taken care of by the on-site HK St. John's Ambulance, the practice would be reviewed.</p> <p>For next year, it was hoped to recruit leaders who were passionate and more engaged. They would also be expected to take up the mentoring role (as peer mentors). About 8-10 leaders would be selected to lead each cohort,</p>

<p>orientation and throughout the academic year.</p> <p>d. Questioned by participants the purpose of the firm visit to NOBEPEX, owned by a past cohort leader, was to recruit interns rather than solely business study.</p> <p>e. Recommended cohort leaders to speak more English than Cantonese so that non-Chinese speaking students could integrate and participate in cohort activities.</p>	<p>making a total of 80. After the recruitment, the leaders would join a 2-day training camp.</p> <p>A follow-up with the Nash leaders confirmed that it was simply a firm visit to introduce the company without conducting any recruitment activities.</p> <p>At the end of the course (SBMT1111), a survey to review the course would be conducted. There might also be focus group meetings hosted by cohort facilitators and Prof. Nason to collect feedback from students and faculty.</p>
<p><i>2. Sub-committee: Online Forum</i></p> <p>2.1 Leaders: AGRAWAL Shawhwat, JIO Rina &amp; LAM Cherenade Members: Nil</p> <p>The members prepared some questions but were not ready to send them out. There were discussions about using LMES as the platform.</p>	<p>Prof. Nason suggested students to further examine and understand what were the unmet communication needs (if any), especially by reaching out to senior students, before collecting student opinions on the establishment of online forum via a questionnaire.</p>
<p><i>3. Sub-committee: Dean Search</i></p> <p>3.1 Leaders: MAR Hugo &amp; YANG Minju Members: CHOI Jeremy, LEE Derrick &amp; YUEN Nathaniel</p> <p>3.2 A survey was conducted in January through CELT online survey tool and Facebook. 206 SBM UG students responded and the result was brought to discussion in the dean search committee meeting. Among three Schools and IPO, SBM was a pioneer to include students' input in dean search.</p>	<p>The dean search committee appreciated the valuable opinion from students.</p>
<p><i>4. Dean Search Progress</i></p> <p>4.1 Prof. Nason sent out a PowerPoint file about dean search to update students with the progress and she also provided more information about the selection criteria such as academic credentials, experience, leadership, vision for the school and so on.</p> <p>4.2 There were 4 dean candidates. Two were interviewed in February and interviews for the other two would be conducted in March.</p>	<p>Members commented that there was insufficient interaction between the Dean and UG students in the past. Members would like the future Dean to care more about student opinions.</p> <p>The dean search committee invited student representatives and a BSU representative to meet with the dean candidates. More updated information would be shared with students when available.</p>

<p>4.3 Members expressed that they wanted the scores of the dean candidates to be disclosed to students.</p>	<p>Prof. Nason explained that there would be no scores for each dean candidate as the evaluations would be based on qualitative comments and analyses.</p>
<p><i>5. Revised Regulations for Academic Integrity</i></p> <p>5.1 After an extensive consultation by faculty, the new regulations were in effect. The purpose of the revised regulations was to identify students who did not make the right choice and to intervene and provide proper advising to these students. The sanctions of the revised regulations were more relevant to the severity of the misconduct. As an education institute, maintaining a high standard of academic integrity was very important.</p>	<p>The new regulations would be communicated to different stakeholders in the coming months and explained to the new students during orientation.</p>
<p><i>6. Information Sessions of Major Programs</i></p> <p>6.1 Information sessions for GBUS, QFIN &amp; ECOF for year 1 students would be held on April 14 and those for the remaining 8 business majors for year 2 students would be held between April 22-24. Program coordinators, current students, and alumni would be invited to the sessions. More details, including admission requirements, would be posted on our UG programs website.</p> <p>6.2 It was recommended to invite more guest speakers, including senior students, to share in the sessions.</p>	<p>Our office had requested individual departments to invite more senior year students to help address questions raised by students during the sessions.</p>
<p><i>7. Exchange-out Results for 3Y &amp; 4Y students</i></p> <p>7.1 Figures of successful exchange-out applicants to international exchange programs in Fall 2014:</p> <p>3Y program: 123 4Y program: 79</p> <p>The number of 3Y successful applicants was comparable to past year (total quota for Fall 2014 has been increased from Fall 2013, which was able to cater for the demand from 4Y students).</p>	

<p><i>8. Improving Student Advising</i></p> <p>8.1 SBM tried to provide more interaction among students, pre-major counsellors and faculty by organizing monthly UG get-together and lunch gatherings with freshmen in spring term.</p> <p>8.2 As mentioned above, a survey would be conducted via SBMT1111 to collect feedback from first year students to help fine-tune the advising and cohort systems. Currently, the pre-major counsellors took up most of the advising roles and gave valuable information to freshmen while peer mentors were essential as well. There was a need to review the roles of Faculty Advisors. It was hoped that students had good experience at UST so that they could be our own brand promoters.</p>	
<p><i>9. HKUST SBM UG Brand</i></p> <p>9.1 A new sub-committee, HKUST SBM UG brand, was set up to help to build a stronger brand and more positive student experience.</p> <p>9.2 Leaders: YUEN Nathaniel Members: CHANG Rainbow, CHOW Raphael, LAM William, MAR Hugo, TO Karen, YU Kelly &amp; YUNG Sherry</p>	