

**THE HONG KONG UNIVERSITY OF SCIENCE & TECHNOLOGY
SCHOOL OF BUSINESS AND MANAGEMENT**

Thank You/Working Lunch 2014/15

Minutes

Date and time of meeting:	Dec 5, 2014, 12:10-1:30pm
Minutes Prepared by:	Vivian Chu
Attendance of SBM UG Programs Office:	Emily Nason, Ka Yee Lee, Sophia Wan and Vivian Chu
CUP Faculty Member:	Dennis Lim
Attendance of UG Student Representatives:	Timothy CHAU, Kelvin CHENG, Aaron CHEUNG, Sylvia CHOI, Henry CHU , Kristy LAU, Harmony LI, Ray LIEW, Ken SHAM, , Alex VALET, Cici XIE and Yuna WONG
Absence with Apologies:	David CHAU, Zhenghao HUANG, Cherenade LAM, Pinky LEE, Hugo MAR, Michelle NG, John SZ-TO and Carmen WONG
Absence:	Vincent LEUNG

1. Confirmation of Minutes

As no further comment was received, the minutes of the 2nd meeting of Nov 17, 2014 was confirmed.

2. Feedback/Follow-up Action from SBM UG Programs Office

Representatives of the UG Office shared updates on the 5 issues brought up in the last meeting:

2.i Academic Support

a) What courses to offer help?

Students seemed to get more problems with courses requiring quantitative skills, e.g. Accounting, Economics and Statistics.

b) Who to offer help?

When reviewing the junior tutor program, we found that senior student tutors might not be available during the exam period that was also the same time when students needed the most academic help. Other resources, like TAs (teaching assistants) would be explored with further consultation with departments. Students are also encouraged to explore peer study groups.

c) Where to get a bigger room to accommodate big group of consultation?

The availability of department conference rooms would be explored.

2.ii Career Support

a) On MBTI class offering:

Three staff in the Student Development and Career Services team have MBTI practitioner's license. The team was planning the class schedule for spring semester and would try to offer more MBTI classes in different timeslots to fit students' schedules and accommodate students' demand.

Schedule would be announced in mid/late January 2015 before the Spring semester started so that students could plan ahead.

b) Response rate of feedback survey

In order to improve the response rate of feedback on career workshops offered by UG office, hard copies of the survey would be given to participants during the workshops for completion starting from spring term 2014-15, instead of online survey conducted after the event.

c) We might utilize the timeslot of SBMT1111 to deliver workshops to UG Year 1 students.

d) Social enterprise

The SDC team worked with 11 NGOs/Social Enterprise in the coming winter term where students would work as interns. Some of these NGO partners had a social enterprise unit.

NGOs	Social Enterprises (SE)
Hong Kong Red Cross	--
The Hong Kong Society for the Blind	--
Aide et Action Education Foundation Ltd.	--
Children's Heart Foundation	--
Hong Kong Blind Union	Under HKBU, there was a SE called “無障礙數碼科技中心”. They provided: 無障礙網頁設計培訓與顧問服務 and 輔助軟件銷售
The Hong Kong Council of Social Service	Under HKCSS, there was a SE called “Good Goods” 「好好社企」 為本港首間推動可持續消費的社企概念店
Leadership 21, The Hong Kong Federation of Youth Groups	Opening soon, Leadership Institute would be operated as a Social Enterprise
Kely Support Group	--
Lions Kidney Educational Centre & RF	--
Orbis Hong Kong	--
Junior Achievement Hong Kong	--

2.iii Class Streaming

We would review the current class streaming of Mathematics based on students' pre-admission examination qualifications in consultation with the Mathematics Department. Student performance in the Mathematics courses and comments from pre-major counsellors would be used as reference.

2.iv Cohort Bonding

The discussion on the direction of cohorts for the next academic year would be kicked off in January with consultation of the current cohort leaders to prepare for the recruitment of the next batch of cohort leaders in March. We would explore voluntary participation in cohort event and welcome further suggestions from student representatives.

2.v Facility Enhancement of Lee Shau Kee Business Building (LSK)

An additional printer-copier would be installed at LSK outside of the computer barn to address the printing needs when the barns were occupied for classes or experiments. The location was to be confirmed and most likely to be on 1/F. It was checked that a class timetable was posted outside the barn and we would check with ITSC or units concerned to explore the possibility of online timetable.

For hot water service, it was found that hot water service/fountains were available outside Room G009, G1009 and inside the LSK canteen. FMO would install hot water service for the third drinking fountain in due course.

The outdoor furniture outside LSK canteen was temporary and new furniture would be ordered. Students' suggestions on umbrellas would be taken into consideration though strong wind and storage space are some constraints in the choice of outdoor furniture.

Other facility enhancement suggestions on adding more high stools and lighting at the bench outside the classrooms and organic farming space have been shared with Dean's office and would be explored.

4. 3rd Meeting

It was confirmed that our next meeting would be held on Feb 16, 2015 (Mon) from 6pm to 7:30pm at LSK Room 1037. Student representatives were invited to gather further comments from students to share with UG office at the next meeting.

5. Any other business: Student-Faculty Relationship Development

Some students shared with the Chair ideas on enhancing student-faculty relationship. Some students were interested to know more about the faculty members and one suggestion was to produce video interviews of faculty about their personal hobbies and/ or opinions on non-academic topics. Students believed that it would help students to feel more comfortable talking to faculty. This was also an area that the school would like to improve. The Chair proposed that the sub-committees of academic support and class streaming might consider adding the student-faculty relationship development to their portfolio as the two committees might not have too much to follow up at this moment. Other committee members were welcomed to join.