

Name of meeting attended: 1st SBM UG Student Representative Committee Meeting

Date of meeting: 28 Nov, 2012

Minutes Prepared by: Vivian Chu

Main points covered in meeting	
Brief outline of discussion point (include reference from agenda)	Action/Response
<p><i>Expectations and Roles</i></p> <ul style="list-style-type: none">• Student representatives would convey messages/information being brought up in the meeting to SBM UG students.• Opinion and suggestion was welcomed in the meeting; however, not decision of school policies would be made in this committee.	<p>Student representatives would try to get themselves known among SBM UG students in order to collect opinion from them or convey information to them after meetings.</p>
<p><i>Exchange Policy</i></p> <ul style="list-style-type: none">• Students suggested to increase exchange-out quota and to show the successful exchange-out rate on the web.• Components of composite score, i.e. extra-curricular and community service activities in new exchange selection criteria, overlapped with student development and leadership.	<ul style="list-style-type: none">• SBM UG Programs Office had been actively looking for more exchange partners, summer programs and overseas internship in order to give students more international exposure.• Exchange figures, e.g. quota offered by exchange partners and successful rate, would be shown on the web.• Extra-curricular and community service activities would be considered in student development instead of composite score.
<p><i>Credit Transfer</i></p> <ul style="list-style-type: none">• Returning exchange students got rejected of credit transfer on some courses taken in the host institutes.• Recommended to have a more transparent way on course credit successfully transferred.	<ul style="list-style-type: none">• Students were required to do course assessment in advance. If course information was not available before leaving for exchange, students were recommended to have a contingency plan on course selection, e.g. free electives instead of major core courses to be transferred.• Students were recommended to do some research on courses offered by different exchange institutions in order to make a better selection of the institutes.• Different systems, e.g. ECTS, adopted by schools resulted in partial course credits transferred.

	<ul style="list-style-type: none"> • Other than course credit gained, other overseas experience was important as well.
<p><i>Hall Bonus Point</i></p> <ul style="list-style-type: none"> • Other than staff nomination, peer nomination was recommended. 	<ul style="list-style-type: none"> • Not all positions could be evaluated by peer, e.g. it's very difficult to have high school fellows to evaluate student ambassadors. • It was easier to have SBM UG Programs staffs to compare across different candidates in a particular post. If the minimum criteria were met by the applicants, lucky draw would be conducted in case we had number of applicants more than the quota, i.e. 13. • Evaluation on the nomination mechanism would be done after the 1st hall bonus point scheme.
<p><i>Franklin Fund for International Business Studies</i></p> <ul style="list-style-type: none"> • Considering the application period of overseas summer programs, it might be too early for students to apply for the Fund in Jan for they were not sure they would get accepted by the program or not. 	<p>Application period would be postponed from January to March, i.e. 1 – 28 March.</p>
<p><i>A.O.B.</i></p> <ul style="list-style-type: none"> • It was suggested to enhance communication channel between SBM UG Programs Office and SBM students. 	<ul style="list-style-type: none"> • LMES account would be set up for student representatives and SBM UG Programs Office to communicate. • Meeting materials would be posted there before the meeting.
<p><i>A.O.B.</i></p> <ul style="list-style-type: none"> • Meeting would be held if two-third of the total student representatives or more confirmed their availability to attend the meeting. 	<ul style="list-style-type: none"> • Agreed. Further, there must be two-third of student representatives in each student type, i.e. local, mainland and international, in the meeting.