

Name of meeting attended: 1st SBM UG Student Rep Meeting 2008-09

Date of meeting: 21 Nov 2008

Minutes Prepared by: Soh Wee Chean, Owen

Complete before & during meeting
Matters arising from previous meeting

Matters Arising	Completed Yes/No?	Details of further action needed	Further action to be completed by whom?
1. Minutes ref/date:			
2. Minutes ref/date:			
3. Minutes ref/date:			

Complete before meeting
Agenda items for current meeting

Outline of agenda item	What are your comments (positive or negative) about this agenda item?	What questions do you want to ask at the meeting?	Feedback required from students prior to the meeting?
1. Agenda ref and papers ref:			
2. Agenda ref:			
3. Agenda ref:			

Other notes:

Complete after meeting**Main points covered in meeting**

Brief outline of discussion point (include reference from agenda)	Action agreed	Name of person taking action	Who else needs to know about this?
1. Agenda ref: ISOM 223 – materials from optional tutorial comes out during midterm exams.	Suggest student to talk to the professor again.		
2. Agenda ref: Year 1 QF students want more courses in the same class.	Discuss out of meeting		
3. Agenda ref: Separate ECOF students in LABU class	Talked about it last year. Will follow up again.	Christie	
4. No seats for Dual-degree students in Student rep meetings.	Already include them now, will invite them in the coming Student Rep Committee		
5. Cantonese for non-local students	Free Cantonese class but not compulsory.		
6. More courses during winter			
7. ISOM 111 student mix. International students still struggling as they are in the same class as the mainland students.	Let ARRO know next year		

8. Form a task force to tackle international/local mix issue.		Choyce	
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Other notes:

Once you have completed this template, please send it as an email attachment to Ivy Ngan, Assistant Director, Undergraduate Enrichment Programs for the SBM Office:

Ivy Ngan: ivyngan@ust.hk

If you have any queries as to how to complete this template, please see the user guide.