

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

4th SBM UG Student Representative Meeting 2017/18

Draft Minutes

Date and time of meeting:	May 14, 2018, 12:30pm - 2:00pm
Minutes Prepared by:	Wyat Lee
Attendance of SBM UG Programs Office:	Anirban Mukhopadhyay, Ka Yee Lee, Frankie Man, Wyatt Lee
CUP Faculty Members	Mark Andrew MIHOREAN, Lynn Pi
Attendance of UG Student Representatives:	Savio HO, Winnie LAM, Hin Ching WONG, Nikki WU, Jason MAK, Parcae SIN, Margaret YAU, Anna MOON, Ivan YEUNG, Christine POON, Caroline ELEONORA
Absence with Apologies:	Emily Nason, Sam CHOI, Taylor CHOI, Alissa NG

The Chair welcomed Professor Mark Mihorean of Department of Management and Professor Lynn Pi of Department of Finance who joined the meeting.

1. Confirmation of Minutes

As no further comment was received, the minutes of the 3rd Meeting of Mar 5, 2018 was confirmed.

2. Information Items

2a. **Peer Sharing Program Mingling Dinner**

The Chair informed members that over 100 students registered for the first Peer Sharing event in early February and reported briefly about the closing event held on May 8 at Conference lodge with photos and the attendance record (i.e. 29 students + 3 representatives from The Business Students' Union (BSU) + 6 faculty and staff). One of the participants showed appreciation about the idea as they could meet more friends with similar interests. However, she added that it would be better to have BSU or Business Cohort Community (BCC) initiate more gatherings as it was difficult to organize activities as a "participant". The implementation was not quite successful in her opinion. The Chair shared with members about the coming direction, which was the inclusion of the Program in one of the BCC activities. The events could be hiking or music activities to be organized by BCC.

2b. **Updates on New Student Orientation Activities**

The Chair went through the schedule with members:

Senior year entry students	Jul 19 Thu *Students will be invited by email to attend a 2-hr peer mentoring program on Aug 8.
JUPAS students	Aug 8 Wed *Students will be invited by email to attend one of the above 3-

	hr academic advising session and peer mentoring program.
Non-JUPAS students	<ul style="list-style-type: none"> • Jul 19 Thu • Aug 20 Mon • Aug 24 Fri <p>*Students will be invited by email to attend a 2-hr peer mentoring program on either Aug 8 or Aug 26.</p>
All remaining students	Aug 29 Wed
New BIBU students only	Aug 8 Wed for BIBU students
New MAEC students only	To be confirmed

All new business students would be invited by email to attend a specific session. One peer mentor with 10-12 mentees would be arranged in groups by admission types (i.e. JUPAS, IB) in response to the feedback collected from the previous meeting. The Peer Mentoring Program on Aug 8 would be for students registering on or before this date (JUPAS, local IB and senior intake students mainly) while Aug 26 for those registering after (majority are non-local students) where students would mingle with one another with diverse background.

2c. Updates on sub-committee work

The Chair showed his appreciation to the sub-committee members including Savio HO, Winnie LAM, Parcae SIN, Anna MOON, Ivan YEUNG and Christine POON for their work on new student orientation related matters. The sub-committee met twice on March 19 and April 9 to discuss the School Welcome and Orientation, souvenir and video production. Savio was invited to share with members about the meetings. For School Welcome, the sub-committee suggested inviting Dance Society and a band to perform, and Anna has introduced to the UG Office a Korean student band for the performance. Members recommended to make use of the big ball rolling mass game to engage new students, which would be under review for feasibility. As many souvenirs have already been distributed by different parties, pencil case that was useful but not that common as a souvenir could be a good option. The theme of the advising video has also been confirmed as "Treasure Hunters" and casting has been completed. The video shooting was scheduled in mid-June.

3. Discussion Items

3a. Events and activities to be proposed at Karen Lee Student Mentoring Center

The Chair informed members that the Karen Lee Student Mentoring Center would undergo construction starting on June 1 and was expected to be ready in September. There would be an open area, student advising rooms and a meeting room on the ground floor as well as some configurable desks and chairs on the first floor connected by a staircase from the ground. The open space would be easily converted into an area for events and activities such as UG Get-Together & career talks and sharing. The Chair invited members to share their ideas on what could be organized at the Center. Due to the lack of meeting space in Lee Shau Kee Business Building (LSK), students expressed that they had to go to the main campus for meetings and etc, which was inconvenient. Members therefore suggested allowing students to book rooms for study purpose or student-initiated activities and departments for program gatherings. The Chair responded that the Center should not be reserved all the time for events/activities as the open area was supposed to be available for students most of the time to study, relax or discuss projects. SBM staff added that the Office was considering opening up the breakout rooms for students' reservation.

Members reflected that they found it difficult to reach professors or teaching assistants for academic advice and assistance. Members therefore suggested to invite different departments' teaching assistants to take turns to station in the Center to offer academic support to Year 1 and 2 students on business core courses (similar to the Math Support Center). The Chair welcomed the idea but it would be subject to departments' discretion about the proposed arrangement. He added that there would be a reception counter with senior students on duty to answer enquiries, direct students to resources and help students on some of their basic academic questions.

A member, also a former BCC committee member, suggested placing a permanent box for textbook collection for the "Used Textbook Give and Take" campaign. The Chair welcomed the idea and added that there would be a magazine rack in the Center so the box could be put there as well. The Chair welcomed members to send email to the UG Programs Office if there were any ideas for the new Center.

3b. Activities of UG Student Representative Committee

The Chair briefed members about the changes of the Committee over these years, such as reducing the number of meetings but lengthening each meeting, extending membership from 2 terms to up to 4 terms. He also thanked members for their valuable suggestions and input throughout the years and then invited members to share their ideas about possible plans and work for the next academic year. Members suggested that as a bridge between the School and students, the Committee was not known to most business students, so it was important to increase the exposure of the Committee by introducing it in the Academic Advising Sessions, promoting it in the new Center, and sending a few members to join the UG Get-together, etc. Moreover, members suggested that a symbol of identity such as badges or pins for members to wear in different gatherings would help increase the exposure. The Chair agreed and added that apart from students, some faculty members have not heard of the Committee as well.

In order to facilitate the collection of opinions from students, members suggested introducing an online platform such as Qualtrics to collect opinions from students. Members agreed that students who participated in the online platform would need to fill in their names for follow-up (but not to be revealed publicly), which could help avoid misuse of the platform. They were also concerned that if the form was monitored by the School, it would reduce students' willingness to share opinions. Therefore, members agreed that the online form should be monitored by members themselves who would report back to the Committee on the feedback collected for discussion and follow-up.

In addition to collecting feedback from students, members suggested that representatives should have more connections with the represented units/parties such as their department UG coordinators to enforce the bridging role. Prof. Mark MIHOREAN suggested that representatives should look for and refer successors to the departments in order to align with their interests.

4. A.O.B.

One member asked if the School would consider offering a new program about Hotel Management, as the School had the advantage of having Conference Lodge nearby for training. The Chair replied that Hotel Management was not on the School agenda at the moment, but it could be further explored in the coming years.

Many members reflected that the new hall policy was quite frustrating. The Chair stressed that students should actively voice out their opinions so that the corresponding units would understand the issues and

review the plan for enhancement. Prof. Lynn PI recommended members to write a formal proposal in the name of the UG Student Representative Committee. The Chair suggested to wait until September for more feedback after the implementation of the new hall policy and form a sub-committee next term to review it as a follow up and new task to do.

Next Meeting

TBC

The meeting adjourned at 2:00 pm.

June 22, 2018

DRAFT