

Name of meeting attended:	4 <sup>th</sup> SBM UG Student Representative Committee
Date of meeting:	10 Oct, 2013
Minutes Prepared by:	Vivian Chu
Attendance of SBM UG Programs Office:	Emily Nason, Sophia Wan and Vivian Chu
Attendance of UG Student Representatives:	CHIU Yin Shan Karen, HAO Zaijie, HERVIEU Maxime Kieran, LIU Kai Long Jasper, LU Yanjie Jessica, To Lok Tin, TREBAOL Corentin Pierre Loic, XIA Yicong and YUEN Chun Hei Nathaniel
Absence with Apologies:	CHAN Chui Ki, CHEUNG Sheena Ka Hay, CHOI Howard Yue Ho, FU Wai Ming Collin, KONG Jiyoung, HA Wui Gigi, KONG Jiyoung, LEE Jaeook, LEUNG Ching Sum Jason, LOWE Alberta, NG Sunny, NG Tsz Hin Austin and YEUNG Kin Hang Theophilus
No show:	NG Kwok Sum Louis

<b>Main points covered in meeting</b>	
<b>Brief outline of discussion point (include reference from agenda)</b>	<b>Action/Response</b>
<p><b><i>Exchange Study Experience</i></b></p> <p>1. Students of 3Y curriculum were concerned about the outbound exchange quota shared with those of 4Y in Fall 2014.</p> <p>2. Recommended to make exchange interviews more transparent by giving students reasons of not being selected to the program.</p> <p>3. Hoped our Office could accept students' request for making early interviews without any supporting documents; e.g. job offering letters and booking documents for air tickets. Early interviews to be granted to non-local students automatically.</p>	<p>1. We did not split up exchange quota among 3Y &amp; 4Y students; however, it was expected that few 4Y students would apply in the winter of their second year of studies as the majority have not yet chosen their majors so that they would find it less easy to take right courses during the exchange program.</p> <p>2. It was not quite possible to give interview feedback for each individual student; however, overall comments could be given to students during information session of exchange programs.</p> <p>3. We hoped students could have more time to spend on exchange institution selection to find ones with good fit and focus on academic study rather than rushing for the early applications/ interviews. Without having students' updated CGA to go through the first round of screening, it</p>

<p>4. Students would like to have more information about visiting programs offered by schools overseas, in Taiwan or Mainland China. Especially for the non-Mandarin speaking students, they hoped our Office could have more information on schools in Mainland or Taiwan that offered English speaking courses.</p>	<p>would not be very efficient to do early interviews beyond students with documented proof that they will be away during the Winter. Nonetheless, UG office would explore more feasible ways to better accommodate students' needs.</p> <p>4. We would take the advice and try to gather and share more of this kind of information.</p>
<p><b><i>Student Representative Committee Nomination</i></b></p> <ol style="list-style-type: none"> <li>1. Open nomination of students and the voting system was recommended, but the required number of votes for international and mainland students would not be the same as local students taking into account their smaller student population.</li> <li>2. More promotion about the committee nomination and voting should be made to students.</li> <li>3. Introduce open forums to collect more voice from students.</li> <li>4. Sub-groups from the coming committee were recommended for more effective follow up of specific issues after meetings and for validating opinions collected from open forums.</li> <li>5. An online tool could be used for future meetings arrangement.</li> </ol>	<ol style="list-style-type: none"> <li>1. This point could be taken into consideration.</li> <li>2. Emails and e-banners on the academic concourse and our UG Programs website would be used to advertise. Further, a briefing would be held to introduce this committee to all interested business students.</li> <li>3. An inaugural open forum will be organized in conjunction with the briefing session.</li> <li>4. More discussion on this issue after the new committee was formed.</li> <li>5. Our Office would discuss with the technical team for the possibility of an online tool for this purpose.</li> </ol>