

Committee on Student Affairs

Draft Minutes of the 69th Meeting of the Committee on Student Affairs held on 16 March 2021 at 3:00pm online via Zoom.

- Present : Prof Arthur Lau (Chair), Prof Ho Bun Chan, Prof Allen Huang, Prof Ronald Lau, Prof Jin Wang, Prof DY Yeung, Mr Guangsheng Liu, Ms Ritika Upadhyay, Prof King Chow (Member and Secretary)
- Apologies Prof Carine Yiu, Ms Vanessa Ying Ho Liu, Mr Chun Ming Tsang
- Resource Person : DSTO: Ms Grace Ling, Mr Gary Chung
CMO: Ms Jessica Li; SU: Ms Rachel Lo
SBM: Ms Ka Yee Lee, Ms Sophia Wan, Mr Ivan Cheung
SENG: Prof Ben Chan; IPO: Ms Vanessa Chan
SSCI: Ms Tina Ko, Prof Shing Yu Leung
Prof Anirban Mukhopadhyay, Prof TK Ng, Prof Melody Chao
Mrs Melissa Megan
- In Attendance : Ms Shirley Wu

Confirmation of Minutes of Last Meeting and Matters Arising

1. Minutes of the 68th Meeting of the Committee on Student Affairs (CSA) were confirmed and there were no matters arising.

Report on Student Election Campaign (Pro-P) 2021

2. Ms Rachel Lo reported that overall Pro-P 2021 went smooth except a few verbal warnings. There were some difficulties in managing LG5 counters as SU only had a few ex-cos and didn't have enough manpower. Ms Lo suggested to have some security guards to help with patrol if the Pro-P would be conducted in mixed-mode again and social distancing would be kept next year. Ms Lo also shared that physical counters attracted more students in terms of recruiting members and promoting the cabinets.
3. Prof King Chow suggested SU to make a good estimation of the number of counters and monitoring manpower in the future. Ms Grace Ling supplemented that in the past normal Pro-P, SU recruited 10-20 people to form a monitoring team. The Chair suggested SU to conduct a post-event evaluation to collect feedbacks or comments which can help for future planning.
4. Ms Jessica Li summarized that hanging of banners were smooth but there were violations at LG5, LG4 and LG3 counter activities. The original Pro-P period was from Feb 1 to 19.

On Feb 6 & 7, the university received a couple of complaints regarding violations of social distancing at LG5 counters and noise problem. In view of the situation, a meeting was held with SU Chair on Feb 9 and it was agreed that counter activities would be suspended with effect from Feb 11. Ms Rachel Lo commented that students were overexcited and forgot to keep social distancing. Ms Grace Ling supplemented that SU tried their best in planning/preparation and revised some regulations based on CSA and other offices' comments. It was a pity that some counter activities didn't work well as expected.

5. Mr Gary Chung shared a brief summary of survey feedbacks on the Pro-P. There were 23 nominated cabinets registered professional Zoom accounts and 84 approved online activities. From 14 feedbacks, 6 responds "better than expected", 5 responds "not too good" and 3 responds "alright". Students also provided a few suggestions such as providing more games and training workshops. Prof King Chow supplemented that it was the first time for some societies to hold online activities and encouraged them to organize more and learn from practice. Ms Grace Ling suggested to work together to build a series of online games and activities.
6. The Chair concluded that from the university perspective we do our best to facilitate SU with Pro-P but as a community we also need to be considerate and address concerns from different stakeholders.

(Ms Grace Ling, Mr Gary Chung, Ms Jessica Li and Ms Rachel Lo were excused from the meeting. Ms Ka Yee Lee, Ms Sophia Wan, Mr Ivan Cheung, Prof Ben Chan, Ms Tina Ko and Ms Vanessa Chan joined.)

Student Advising and Support

7. Prof King Chow explained the purposes of discussion on student advising and support. One is to let members know more about advising activity from school colleagues and the other is to identify gaps so that extra resources would be allocated to support our students more effectively. The Chair supplemented that we could also learn/share good practices from different schools.
8. Ms Ka Yee Lee reported student advising support and Ms Sophia Wan elaborated on student development and career services for SBM UG students. Prof Ben Chan mainly shared the academic advising under COVID-19 for SENG UG students and introduced a few online team building activities.
9. Ms Tina Ko shared the main areas of academic & non-academic advising for SSCI UG students and introduced their new peer tutoring on math program. Ms Vanessa Chan briefly talked about the main concerns of IPO students such as coping with university life, major selection, study and career planning.

(Prof Ho Bun Chan was excused from the meeting. Prof Shing Yu Leung joined on behalf of Prof Chan.)

10. Prof King Chow highlighted a few issues:

- I. Early identification of students with academic problems: Usually there are 700-800 UAP cases in ARO record every year. It would be a bit late when students fall into UAP and then seek for academic advising or maybe counseling help. It's suggested to work out a mechanism to identify the students with academic problems earlier.
- II. Interaction with faculty advisors: Some faculty members might not be active to engage with their assigned students. It's suggested to find a solution to balance it.
- III. Peer mentoring or support: In general, one in four or five students have depression or mental health problems. According to the data of Counseling and Wellness Center, one in six students seek for counseling help but there are still some students left out. It's suggested to expand the number of peer counselors so that more students can get support from their peers on both academic issues and non-academic issues such as mental health issues.
- IV. Academic advising for students beyond Year 1: It's noticed that school advising teams put most time/efforts on advising Year 1 students. For those students beyond Year 1, it's suggested to identify one to three staff/faculty members in department for advising.

11. School colleagues shared a couple of issues such as student lost money in stock market and made use of online learning spare time to take a few part-time internships. The Chair thanked school colleagues for their sharing and Prof King Chow suggested to summarize the information from schools and might share with each other later.

(Ms Ka Yee Lee, Ms Sophia Wan, Mr Ivan Cheung, Prof Ben Chan, Ms Tina Ko and Ms Vanessa Chan were excused from the meeting. Prof Anirban Mukhopadhyay, Prof TK Ng, Prof Melody Chao and Mrs Melissa Megan joined.)

Behavioral Foundations of University Education: Habits, Mindsets, and Wellness

12. Prof Anirban Mukhopadhyay briefly introduced that the Behavioral Foundations course was in some sense an upgrade of HLTH1010 course. During the course revamp process, a lot of feedbacks were collected. From students' perspective, it is not very clear what benefits they get from fulfilling this zero credit HLTH1010 course. From university's perspective, we need the course to help students adjust better to university life. Hence the steering committee looked into most popular MOOC courses like Science of Happiness at Yale University, Designing Your Life at Stanford University which provide a platform to help freshmen transition to university life. Our course revamp adopts this philosophy and aims to integrate the course into the ABC life framework in a better way and build more academic content into it.
13. Mrs Melissa Megan further introduced the preliminary course framework. It will be a 3-credit course combining lectures, community meetings and experiential workshops. Students will be required to journal about their experiences, bring journaling back to

community meetings for sharing, and bring the knowledge gained from lectures, experiences from workshops to work towards a project in the end. The idea of assessment is less developed at the moment but it will probably be five quizzes on the lecture content, wellness surveys and journal, the community project and some peer evaluation.

14. Prof King Chow inquired about the revamp timeline and student grouping in full operation. Mrs Melissa Megan shared that the pilot run would be offering it as an elective course with about 60 students in this Fall and Spring 2022. For full operation, she explained that the bigger group for lectures would be around 650 students. Then the community meetings would be in smaller groups with about 20 students each. The lecture part would be online as well as the quizzes. Prof Anirban Mukhopadhyay supplemented that it would be blended-learning approach to cater for the larger size and then have the smaller sections for interactions. Moreover the experiential workshops would likely be classified into four categories: physical wellbeing, mental wellbeing, community-based activities and others such as research seminars.
15. The Chair inquired about the timetabling and resource issues. Prof Anirban Mukhopadhyay shared that the lecture part will be recorded and technically students can view anytime online but for the experiential workshops we need a bit more flexibility in timetabling. About the human resources, he shared that they worked out a preliminary number based on the TA/GTA support for large classes at HKUST and made a request to the University. In the long run hopefully senior students might also be able to help as facilitators.
16. Ms Ritika Upadhyay asked if it's possible to conduct the blended learning part in person as students might not take blended learning seriously and would be more engaged when they come to class. Prof Anirban Mukhopadhyay explained that there were capacity constraints as student number would be around 1,200 per term but we could make a connection to get some materials covered in the video reinforced in next class. Mrs Melissa Megan supplemented that there would also be links between the lectures and community meetings. The Chair suggested to assign some tasks to push students work together within the community. Prof King Chow suggested that the links with experiential workshops should also be considered.
17. Prof Jing Wang shared a comment from one senior faculty member on blended learning that it was the lowest SFQ he ever got. Prof Wang appreciated the efforts of the course development team and would like to suggest the team to consider reducing the proportion of blended learning a little bit.
18. The Chair wrapped up that with successful launching of this course, we hope that students could learn these core competence and also be more aware of their personal development and growth. The Chair also encouraged CSA members to help engage more when the course development team to visit schools for consultation.

The meeting adjourned at 5:25pm.