Attendees:
- Gavin Palmer (International Student Engagement Programs Coordinator)
- Nora Lambrecht (International Student Advisor and Regulated Canadian Immigration Consultant)
- Meijun Chen (International Student Services Program Assistant)
- 22 student members represented more than 16 countries

Meeting Minutes:

1. Advisory Committee Crossover Members Updates
   1.1 COSA Report from Rita Neyer:
      - Issues on handwritten assignments
        - Allowances for some requests
        - Handwriting skills are decreasing, therefore it’s hard to implementing some classes
      - Gender neutral locker rooms in Van Vliet Center
        - Construction has started, will be finished by next 2 years.

2. Discussion Items:

2.1 International Students Employment Experience

2.1.1 Is being an international student an advantage or not to be employed?
Language barriers will be an issue to cause communication misunderstanding; the work experience in Canada could be beneficial when the international students go back to their home country for jobs; looking for jobs in Canada is very different from home country companies; for international students studying in specific field, e.g. med school, the PhD candidates need to take an extra course before they start the professional proficiency exam as PhD candidates, since they didn’t receive master’s education in Canada; some jobs are only opened to Canadian citizens even though some of the international students’ abilities are qualified for the jobs.

2.1.2 As an undergraduate student, have you thought about working after graduation?
Majority of the undergraduate student members thought about it.
2.1.3 Where will you go for help or ask for advices if you are looking for a job?
Career Center; Career Fair; Career Connect: which is more profession field related.

2.1.4 What resources have you connected with, to prepare to get a job after graduation?
Particular profession associations, e.g. Alberta Teachers’ Association; gaining experience of your own field of study, e.g. build up connection and networking with the people at your field, build up your resume through volunteering or working; job shadow; volunteer not only on campus but also at local communities; join student groups; practicum.

2.2 I-work (Questions asked by Nora Lambrecht)

2.2.1 How many of you got the E-Weekly, and read them?
Everyone got it but not everyone read it.

2.2.2 When you attend a conference/workshop, what do you want to get out from it? What kind of information you are looking for?
The contact information of the company or employer; learn how to prepare for a job interview.

Question for Nora: Could domestic students come to I-Work?
Yes, it’s more of an intercultural piece designed for international students but domestic students are welcomed to come too.

3. Members Discussion/Ideas for I-Work

3.1 Who would you see as a keynote speaker (on or off campus suggestions)?
Mayor of Edmonton, Premier of Alberta, international student alumni or alumni who own successful businesses and could give motivational speech, Faculty Deans, Dr. David. Turpin, HR specialists.

3.2 How long do you think the conference should be? (1 day? Half day? Evening? Weekend?)
Half day, (1pm-8pm); weekdays-2 evenings with same sessions so that students could pick one of the dates that work best for them (4pm-8pm each); Friday; Saturday (10:00am-5:00pm); reading week or during other breaks.

3.3 How would you like to see ‘mock interviews’ be conducted? Who would be a valuable interviewer?
Somebody with industry experience; specific to different areas of the big companies; feedback at the end of the interview; salary negotiation questions; interviews conducted by a panel; assessment center/round interviews, interviewers from different sectors and backgrounds; role playing; presentations for technicalities; “How to close an interview?” – Do you have any questions?

3.4 What topics would you like to have for the different sessions? Who? Why?
- Networking: invite professionals and hiring manager/recruiters to network with (Starting conversations, how to ask for contact details, what to prepare except resume), or alumni who recently got hired because they are up to date with the job market;
- Hiring process/Recruitment/Information from HRs: Why would they hire international students? What they expect in the resume? What they are looking for? What extra work to be done by people without work experience?
- Budgeting: For new international students who are lack of experiences;
- Paperwork: Formatting job specific resumes/cover letters; local formalities/etiquette (Dos and Don’ts both on academic and job interviews), Industry-specific information.

3.5 What topics would you like to have as concurrent sessions?
- Private sector (e.g. companies) vs. Public sector (e.g. NGOs, government)
- Resume workshops vs. Cover Letter workshops
- Mock interview workshops (practical) vs. theoretical workshops
- Salary/different conditions in different provinces
- Work experience request vs. Volunteer Info
- Post graduate work permit info sessions vs. Transition into PR
- Graduate students vs. Undergraduate students’ sessions
- Travel Alberta: What if you don’t want to live in Edmonton or get a job somewhere else? Alberta Economy, Canada economy and world economy development are different.
- “Grad” focused: What is the market?
- How to build merit as an international student?
- Behaviors to avoid during your programs
- If you messed up, what could you do?
- Round table: how to pursue happiness, how to deal with nervousness/mood/stress, how to be more efficient.

3.6 Where and how would we advertise to reach most students?
- Social media: UAlberta website home page, Facebook, Instagram sponsored advertisements, snapchat filters, and emails, e.g. Faculty secretary forwarded emails.
-Tabling, posters (SUB, University residences), large screens at the convenient locations (LRT stations, bus stops, CAB, SUB etc.)
-Class announcements
-Info Link
-White boards in the classrooms
-Chalk writing on the ground – in front of the crowded buildings
-Bulletin boards
-Time of advertisement is also important.

3.7 What campus/city partners would you invite?
-Graduated students who recently found jobs and have interesting/motivational stories to share, alumni from different sectors
-Big shot, high-profile technocrats are not as effective.
-Government of Alberta, City of Edmonton. Travel Alberta
-CRA, CPA, CFA
-Alberta Association of Immigrant services etc.
-Go Abroad Program officers

3.8 Who would you like to see for the InfoMart?
-Human Resources Representatives, hiring managers, somebody who has been through this specific industry interview process, marketing department representatives
-UofA Alumni (International alumni)
-Entrepreneurs: Travel Alberta, Start-Up Edmonton, Online Developer, social media expert, international business, accounting firms, Software department
-Motivational Speakers: TED Talk, Kerry Mummery (Dean of KSR)
-Government

4. Actions
4.1 Create Facebook closed group to share the information updates and increase the information circulations for members, to share with the groups they representing.

5. Adjournment
Next Meeting: December 6th, 2018
Time: 5:00-7:00pm
Location: Telus Center 215E Boardroom