



# **Career Planning Serivce (CaPS) Student Services**

Sign in: <u>involvement.mcgill.ca</u>

Information: <a href="mailto:mcgill.ca/involvement">mcgill.ca/involvement</a>

Contact: <u>myInvolvement@mcgill.ca</u>

# myInvolvement

### **WHAT**

An online platform for students to

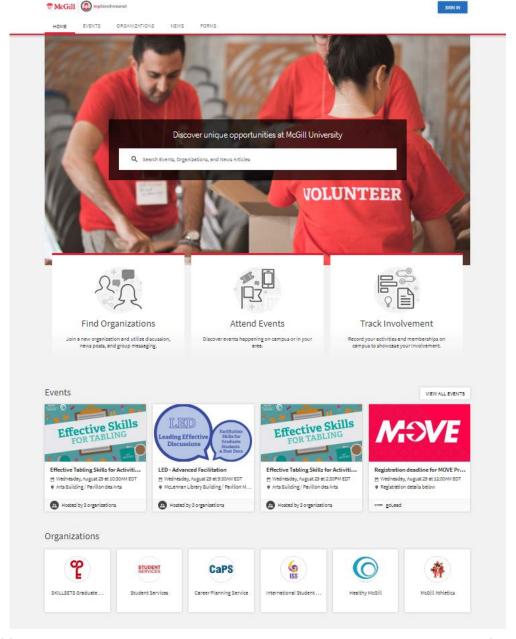
- find involvement opportunities outside the classroom
- create a customizable Co-Curricular Record
   (CCR) recognizing their experiences

### **WHY**

- Recognizing the value of involvement for career-readiness
- Providing a platform for staff to manage and track events and volunteers

### WHERE

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# Co-Curricular Record

The Co-Curricular Record (CCR) is an official document that recognizes student involvement in eligible campus activities.



The purpose of the record is to highlight students' learning outside the classroom!

For example: workshops, volunteering, leadership opportunities, mentoring, and more!



Participation is **voluntary**.

Activity eligibility:

- NOT required for academic credit
- NOT recognized on the academic transcript
- NOT paid more than \$1000



### Elements:

- Student's name
- Date
- CCR category
- Experience title
- Coordinating organization/unit
- Dates
- Description
  - what is this opportunity
  - what did students do
  - what did they learn
  - time comitment



#### Student-Generated Co-Curricular Record

Below is a list of your involvement in recognized McGill events and student-led initiatives. These activities are not for academic credit and do not appear on the academic transcript. This unofficial record may include self-reported experiences, which have not been verified by the University and are included for your own personal planning purposes. These self-reported experiences will not appear on your official co-curricular record.

Name: Sample Student Date: March 9, 2017

Campus and Community Engagement

#### **Emerging Leaders Certificate**

Organization: Campus Life & Engagement

Dates: (9/12/2016 - 1/16/2017)

#### Description

The Emerging Leaders program explores central components of personal development and leadership capacity-building. The program encourages students to engage on-campus and in the community; start or continue developing their leadership skills; meet other like-minded students; and more fully take the power of their education into their own hands. To receive this certificate, students attended the 3.5-hour Emerging Leaders Mini-Conference and all five of the following 1-hour workshops: 1) What is "Leadership"? 2) Getting Involved at McGill: Exploring Leadership 3) Personal Visioning and Goal Setting 4) Global Leadership and Intercultural Consciousness 5) Failure and Resiliency.

The Co-Curricular Record Pilot Program began in September 2012 and only select activities were recorded. For more information, please contact Student Services at myinvolvement@mcgill.ca or visit our website at mcgill.ca/involvement.



# A SNAPSHOT (September 2018)

over 55,000 over 23,000

experiences recognized to date

students/alumni with a CCR



## **CCR Sections**

- Activity-Based Awards
  - select awards that are not recognized on the academic transcript
- Campus and Community Engagement
  - volunteering, mentorship, tutoring, etc.
- Enriched Educational Opportunities
  - experiential opportunities approved by Faculties
- Personal and Professional Development
  - workshops, research lectures, etc.
- Student-Led Initiatives
  - student government positions, student-led workshops etc.

# Benefits to Students and Staff

### **Students**

- Find involvement opportunities in one place
- Search for *relevant* opportunities
- View Path requirements and progress
- Use your CCR for your career planning

### **Staff**

- Event advertising, registration, and tracking
- Connections to SIS/Banner for reporting
- Track participation in series/engagement programs through Paths
- Recognize students on CCR

# Projects In-Progress

- Integration with McGill WMS Channels (web calendar)
  - myInvolvement events are automatically pushed to McGill website overnight
  - Can be auto-imported with McGill Channels Calendar feature
- Integration with <u>myPath</u>
  - Graduate Individual Development Plan software
  - Graduate <u>individual development framework</u> already used for tagging events in myInvolvement
- CCR Advisory Group
  - Relaunched in Fall 2018 with new structure and goals
- Secure electronic delivery of CCR
  - In progress with McGill IT