



McGill



***my*Involvement**

Career Planning Service (CaPS)

Student Services

Sign in: involvement.mcgill.ca

Information: mcgill.ca/involvement

Contact: myInvolvement@mcgill.ca

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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2019-01-29

The screenshot shows the myInvolvement website interface. At the top, there is a navigation bar with the McGill logo, the myInvolvement logo, and a 'SIGN IN' button. Below the navigation bar are links for HOME, EVENTS, ORGANIZATIONS, NEWS, and FORMS. The main content area features a large banner image of two people in red shirts, one with 'VOLUNTEER' on the back. A search bar is overlaid on the banner with the text 'Discover unique opportunities at McGill University' and a search icon. Below the banner are three main action buttons: 'Find Organizations' (with an icon of two people), 'Attend Events' (with an icon of a calendar and a phone), and 'Track Involvement' (with an icon of a document and a lightbulb). Each button has a brief description of its function. Below these buttons is an 'Events' section with a 'VIEW ALL EVENTS' link. The events section displays four event cards: 'Effective Skills FOR TABLING', 'LED - Advanced Facilitation', 'Effective Skills FOR TABLING', and 'Registration deadline for MOVE Pr...'. Each card shows the event title, date, time, location, and the number of organizations hosting it. At the bottom of the page is an 'Organizations' section with six organization logos: SKILLSSETS Graduate..., Student Services, CaPS, International Student..., Healthy McGill, and McGill Athletics.

myInvolvement / CCR



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



The CCR

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 commitment



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

experiences recognized to date

over 23,000

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 [myPath](#)
 - Graduate Individual Development Plan software
 - Graduate [individual development framework](#) already used for tagging events in myInvolvement
- CCR Advisory Group
 - Relunched in Fall 2018 with new structure and goals
- Secure electronic delivery of CCR
 - In progress with McGill IT