

Career Development Alliance Meeting
Raccoon Mountain Room, University Center
August 8, 2018
3:00 p.m.

Members attending:

Meagon Bean, Scott Bittle, Donna Cooper, Chris Cunningham, Julie David, Rebecca Dragoo, Marc Holcomb, Stacie Grisham, Daniel Grzesik, Irene Hillman, Tonia Martin, Deardra McGee, Jan Michaels, Sherry Marlow Ormsby, Leslie Pusey, Cindy Williamson

Call to Order: Rob Liddell called the meeting to order at 3:04

Review of July 11th meeting minutes: motion made to approve the minutes by Staci Grisham and seconded by Tonia Martin. Motion carried by unanimous vote.

Guest speaker: Stacie Grisham-New role as Assistant Vice Chancellor for Student Success and Enrollment Management. Partnership with University Career Services, Records, Admissions, Center for Advisement, Banner, Student Support Services. Lead for First Year Experience, Read to Achieve, Summer Bridge, Mock-up, LLC, Sophomore Experience, 1st Generation Mentoring

Career Development Alliance Group Discussion-Irene Hillman

Irene asked the group 3 question:

- What Career Guidance did you receive in College?
- Which career focused topic do you receive questions about most frequently?
- Which of your UTC colleagues are approached most often with Career focused questions?
- Future training topic ideas?

Small group discussions then reported back the following topics:

- Professional development for On Campus Jobs
- Alumni and Development programs
 - Ties to career development
 - Collaboration opportunities
- Synergies around Programming
 - Areas working together across campus
- Faculty participation in CDA
 - Openness
- Graduate students
 - Support services
 - Consolidating ideas from varied areas
- Bolstering Student Confidence
 - Major Choices
 - Company/career exploration
 - Professional communication
 - Networking training
 - Skills/competence articulation
 - Budget/negotiations
- Resources
 - Internship/job/on campus jobs
 - Resume workshops/lab

- 1st Generation Student support
- Mentoring
 - Approaching faculty/staff
 - Approaching professionals
 - 1st Gen support program
- Which career focused topic do you receive questions about most frequently?
 - How do I get an internship?
 - Am I in the right major?
 - How did you get in this job from your major?
 - Exactly what job will I have after graduation?
 - I know who I am but how do I put that on a resume?
 - Am I good enough?
 - Balance passion and need to make money?
 - How do I get a job on campus?
- Future training topic ideas?
 - Handshake
 - Advising/Career Counseling Collaboration: Quarterly meeting with Advisory council
 - Mentoring
 - Alumni & Development Office Collaboration
 - 1st Generation college students: TRIO

Extend personal invitation to your UTC colleagues who are approached most often with Career focused questions

Handshake Overview-Rob Liddell

- Product Branding/Marketing Strategy
- General Platform Functionality
- User Training Needs
- Reporting Features
- Merchant ID
- Future vision

A focus on supporting FULL profiles (concrete guidance for how to optimize profile)

4 Steps:

1. QR Code and/or link
2. Download app
3. Develop and Launch
4. Cash prize to one with most friends referred to Handshake

Making a UTC student led video that will walk viewer through these 4 steps

Very similar to Spotify or Netflix, use patterns will lead students to job opps that match their search history.

11,000 students received email invitations to join Handshake.

Currently 1600 employers, 800 jobs and 165 student profiles created.

Call to Adjourn: Irene Hillman

Upcoming events:

- CDA table at Welcome Week Monday, August 20th at 7:30am-10:30am
- Part-time Job Fair, Tuesday, August 28th, UC-Tennessee Room, 10:30-12:30 and 1:00-4:00pm

- Law, Medical & Graduate Schools Fair, Wednesday, September 5th, UC-Tennessee Room, 11:00am-2:00pm
- Public Service Careers Event, Thursday, September 20th, UC-Chattanooga ABC, 1:00-4:00pm
- Suit-Up Sept 23rd (transportation option available from campus to Hamilton Place) 6:00pm - 9:00pm
- Fall Career Day (all Majors), Tuesday, October 2th, UC-Tennessee Room, 1:00pm-3:00pm and 5:00pm-7:00pm

Future Meetings: (PLEASE NOTE: Changes in Meeting Locations and Times)

Wednesday, September 12th, UC Chickamauga Room, 8:45am-10:00am

Wednesday, October 10th, Southern Writers Room, 8:45am – 10:00am

Wednesday, November 14th, UC Chickamauga Room, 8:45am – 10:00am