

Career Development Alliance Meeting Minutes
Maytag Conference Room
April 9, 2019
8:45am-10:00am

Members attending:

Endia Butler, Bengt Carlson, Donna Cooper, Chris Cunningham, Julie David, Marc Holcomb, Jayne Holder, Alexis Hurley, Stacie Grisham, Staci Lee, Rob Liddell, Andrea Lyons, Tonia Martin, Sumer Patterson, Lee Pierce, Chantelle Swaren, Will Walker, Kimberly Whiteside

Call to Order: Rob Liddell called the meeting to order at 9:00am

Review of Minutes from Feb. 12th meeting: motion made to approve the minutes by Chris Cunningham and seconded by Tonia Martin. Motion carried by unanimous vote

1. Handshake Update-

- See slides for Handshake metrics <https://www.utc.edu/university-career-services/career-development-alliance/index.php>
- Tonia mentioned possible implementation of IT security training for students. Handshake was able to identify a fraudulent employer who gained access to some student data. Students were contacted and informed not to respond to employer. They met with IT.
- Request for student testimonials to share at Wednesday Workshops.

2. Announcements

- Chattanooga Chamber Initiatives (Rob):
Chattanooga 2.0 focuses on the challenges and opportunities related to closing the workforce gap in Hamilton County.
Chattanooga Climbs is a 5 year action plan for economic talent and development ('Your Voice Matters' survey).
Velocity 2040 is a community visioning process bringing together residents and businesses to say where they want the community to be in 2040. Supporting education and offering opportunities to all students through programs like Future Ready, Jobs For All, Gig City Wins.
- Future of Freight Forum (Julie): Collaboration between College of Business and College of Engineering and Computer Science. FreightWaves hosted 9 Logistics employers: Reliance, Trident, Kenco, Shaw, Lync, STEAM, Axle, LMS, Covenant Transport and 40 UTC students. Employers had 5 minutes to introduce company followed by speed networking and resume exchange.
- Alumni Relations Project (Andrea and Jayne) Identify employers who hire UTC alum. Business owners display a UTC sticker. Bumper stickers. #mocswork. Ideas: hand out stickers and bumper stickers at career fair. BDC and Chamber to help push out info.
- Rob, Chris, and Danny participating in Research Dialogues: Beyond KSAO: Developing True Career Readiness

3. Round table discussion:

- Student-worker initiatives (Endia) Working on an onboarding and training process for student workers. Student worker supervisors will be asked to complete an evaluation of student performance at the end of each semester in order to observe career readiness and discuss with students (both areas of strength and areas of potential improvement). Student workers will be asked to complete a survey reflecting on tasks completed and skills learned. (ensure students are not just filing and answering phones, but also gaining transferable skills and improving resume). Opportunity for UTC community to embrace experiential learning and recognize as added value of student experience. Position descriptions both project based and task based with possibility of faculty contributing to work load as needed. See Rob if interested in serving on committee

4. Call to Adjourn 10:02

Future Meetings: Tuesday, May 14th, UC Chickamauga Room, 8:45am – 10:00am
 Tuesday, June 11th, UC Chickamauga Room, 8:45am – 10:00am (cancelled)
 Tuesday, July 9th, UC Chickamauga Room, 8:45am – 10:00am