

**Career Development Alliance Meeting  
University of Tennessee at Chattanooga  
Signal Mountain Room, University Center  
November 10, 2017**

**Members attending:** Rob Liddell, Chris Cunningham, Stacie Grisham, Rebecca Dragoo, Danny Grzesik, Marc Holcomb, Jaclyn York, Carrie Sherbesman, Jennifer Guess, Lee Pierce, Tara Mathis, Tonia Martin, Cindy Williamson, Donna Cooper, Julie David, Diana Fryar

**Call to Order:** Rob Liddell called the meeting to order

**Review of the October 13, 2017 Meeting Minutes:** Motion made to approve the minutes by Carrie Sherbesman and seconded by Jaclyn York. Motion carried by unanimous vote.

**UCS Career Fair feedback:** Rob Liddell. Next semester the Career Fair will offer (2) sessions: 1-3 and 4:30 to 6:00.

**Army Materiel Command Academia Day held on Nov. 2<sup>nd</sup>.** Donna Cooper gave an overview of the Army Materiel Command Academia Day. Continued opportunity to build relationships between federal employees and career counselors. More than 50 representatives from various academic institutions throughout the Tennessee Valley attended. Event is focused on sharing information about federal civilian employment. 1000 intern initiative: federal service paid internships. Let Rob know if interested in attending next year.

**Focus Topic O\*NET online:** Chris Cunningham presented an overview of <https://www.onetonline.org>. PowerPoint uploaded to SharePoint

Detailed occupational requirement information. Tools to enhance self-knowledge: Interest Profiler, Skills Assessment. User can reconfigure data to meet their needs. Accessible information for specific fields

**Assessment Overview:**

- Your feedback is requested to determine spring meeting schedule:  
[https://utk.co1.qualtrics.com/jfe/form/SV\\_eQijSadqaETTr81](https://utk.co1.qualtrics.com/jfe/form/SV_eQijSadqaETTr81)

**Calendar: Events & Large Scale Programs**

- Chattanooga's 360° of Hope Luncheon [by Catholic Charities of East Tennessee](#): 11/17 11:30-1:00pm Opportunity for networking, outreach, philanthropy. See Chris Cunningham for tickets.
  - JCPenney Suit-Up Program will be on Sunday 1/21/18- Jennifer gave an overview of the event (flyer uploaded to SharePoint) There will be shuttle transportation available from UTC to JCPenney. 40% off coupon for Career wear. Can be combined with post-holiday sales.
  - Gentleman's Leadership Program – 12/17 to 12/19 registration open until 11/13.
  - CoB Career office would like to invite the CDA members to attend a webinar Sponsored by NACE on "Targeting Historically Underrepresented Groups." In Room 418 of Fletcher Hall – Wednesday, January 24 from 1-2 p.m.
  - 12twenty presentation—Data Driven Career Center Software
  - SoACE Conference-December 10th-13th in San Antonio, TX.
  - 2018 NACE Conference and Expo-June 5th-8<sup>th</sup> New Orleans, Louisiana
- Bring calendar items to the next meeting to share with CDA members

*Future Meetings*

<u>Date</u>	<u>Time</u>	<u>Location</u>
Friday, December 8	10 a.m.	Signal Mountain Room

**Motion to adjourn** made by Rob Liddell.