

**Career Development Alliance Meeting
University of Tennessee at Chattanooga
Signal Mountain Room, University Center
October 13, 2017**

Members attending: Rob Liddell, Janice Michaels, Scott Bittle, Gretchen Potts, Sue Culpepper, Chris Cunningham, Diana Fryar, Stacie Grisham, Rebecca Dragoo, Danielle Bragg, Danny Grzesik, Mark Rehm

Call to Order: Rob Liddell called the meeting to order

Review of the September 8, 2017 Meeting Minutes: Motion made to approve the minutes by Stacie Grisham and seconded by Gretchen Potts. Motion carried by unanimous vote.

Internship Overview:

- Planning Evaluation & Institutional Research (Sherry Ormsby & Cindy Williamson) is developing a survey to collect data for internships. Hope to have out by the end of the fall semester. Will distribute to Deans & Department Heads.

Assessment Overview:

- Chris Cunningham is working on this and if you want to help, please contact him.

Symplicity Overview:

- Chris Guzek from Symplicity gave an overview of the Moc Links system.

Calendar: Events & Large Scale Programs

- Career Counselor Finalist will give presentations on 10/19 & 10/20. Both days will be in the Raccoon Mountain room at 1:30.
- JCPenney Suit-Up Program will be on Sunday 1/21/18
- Gentleman's Leadership Program – 12/17 to 12/19
- Health Career Days – 11/7 from 10:00 to 2:00 in Tennessee Room

Future Meetings

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

Motion to adjourn made by Rob Liddell and seconded by Gretchen Potts.