

**AGENDA**

**CS Internal Advisory Committee**

**Date:** Monday, May 11th, 2020

**Time:** 4pm-5pm

**Location:** Zoom (<https://zoom.us/j/98487612020?pwd=MEJEQXFIM2RkVkMyVStkbjJtSytsZz09>)

**Attendees:** Beth Boland (Woodring), Cristina de Almeida (CFPA), Dawna Drum (CBE), Craig Dunn (Graduate School), Nicole Hoekstra (CSE), Johann Neem (CHSS), Mary Sass, Jenny Spurgin (Career Services), Peggy Watt (CHSS), Sarah Atterberry (Student Rep), Effie Eisses (Career Services), Trista Truepter (EOO)

**Time Topic Presenter**

4pm-4:10pm Housekeeping Mary/All

* Introductions: John Tuxill, Shevell Thibou & Trista Truepter
	+ Neither John nor Shevell in attendance
	+ Introduced Sarah Atterberry to those who were not at last meeting
	+ Introduced Trista from Equal Opportunity Office as it was her first meeting
* Update on WELS questionnaire
	+ Not submitted in time for spring graduates
* Spring 2020 Meetings?
	+ This was the last scheduled meeting for the quarter
	+ Decided we did not need another meeting for the year
* AY 2020-2021 Meetings
	+ Current plan is to have a meeting once a month
	+ Mary will send out a Doodle Poll to find what days and times work from all members closer to fall

4:10pm-4:20pm CSC Spring 2020 Virtual Offerings Effie

* Update committee on CSC Spring 2020 operations
	+ Moved all operations to virtual due to COVID-19
	+ Less student interaction than usual this time of year
	+ Trying to find outlets for different types of students regarding learning styles and comfort levels
	+ Anticipating Fall quarter
		- Hybrid classes with strict social distancing requirements
		- How to keep students involved and engaged in career planning
	+ Effie is concerned about CSC funding
		- Career fairs generate most revenue—no Spring career fair & modified Fall career fair means significant financial loss
		- Enough reserves to cover the short-term losses—there is more concern about long-run financial stability
* Share details about CSC virtual offerings
	+ Virtual coaching appoints
	+ Weekly virtual workshops schedule
	+ Virtual Employer Meet ups
		- Less formal than a career fair
		- Three during the quarter
		- Offered through Viking Career Link, no added cost
		- 50 organizations total have agreed to participate
		- Text only communication between students and employers
		- There is a tech how to and etiquette guide for students to use
		- Testing the waters for fall

4:20p-4:35pm External Research Update Sarah

* Update committee on external data collection
	+ Overview of how to read and understand the comparison charts
		- General and statistical info on top
		- Categories go across marked yes by an X
	+ Trends
		- Shift in focus from professional readiness to job searching and recruiting from UW to eastern side schools
		- Most schools have centralized career center with some satellites through colleges
	+ Personal Notes from Sarah
		- Appreciates low risk ways for students to gain useable experience in their field
		- What can I do with this major, comprehensive guide for career steps
		- Interesting to watch as offices changed from physical to virtual over the past few months
	+ Next steps
		- Comparing peer institutions and private universities in WA
		- Comparing aspirational institutions
* Solicit feedback from committee members about additional data collection
	+ Effie will try and get further data from other directors
	+ Pull out individual college career centers for a more accurate ratio
	+ Use NACE for annual reports and info from top career services centers

4:35pm-4:50pm Internal Data Collection All

* How is data collection coming?
	+ ½ of the programs form Woodring responded
	+ Peggy got about a 1/3 of responses, Johann got most back
	+ Cristina got some responses back
	+ Nicole just got names of people to ask, has given some extra time
	+ Poking necessary, but most people are responding, and the form is working
* What is the cut-off date for collecting information?
	+ Please try to submit forms on SharePoint (in College Data Collection folder) by June 5th.
	+ Will be compiled over the summer
* How will we proceed?
	+ Doodle poll for next year meetings
	+ Data will be compiled over summer by Mary and possibly Sarah

4:50pm-5:00pm Action Items All

* Deliverables for next meeting
* Next meeting date
	+ No other meetings for this year
	+ Will continue next year