

## **University System Committee – Career Services and Cooperative Education (USC-CACE)**

Summer 2009 Meeting; June 10, 2009  
Brasstown Valley Resort, GACE Annual Conference

### **MEMBERS PARTICIPATING:**

Albany State University	Gloria Williams
Clayton State University	Angelyn Hayes
Dalton State College	Kristi Hart
Georgia College and State U	Mary Roberts
Georgia Southern University	Dorsey Baldwin
Georgia State University	Kevin Gaw
Kennesaw State University	Lori Trahan
North Georgia College and State U	Dora Ditchfield
Southern Polytechnic State Univ.	Jill Forest
University of Georgia	Erica Walbert
University of West Georgia	Wanda McGukin

SoACE/Tindall Corp                      Donnie Brown (guest)

USC-CACE Chair Angelyn Hayes called the meeting to order at 9:00 a.m.

### **Meeting Minutes**

The meeting minutes from May 7, 2009 meeting were reviewed. Kevin Gaw made a motion that the minutes be approved as presented. Erica Walbert seconded the motion and the motion carried.

### **Nominating Committee Report**

Kristi Hart presented the report from the Nominating Committee and presented the new 2009-2010 nominations for Directors to the USC-CACE Executive Committee. The nominations from the committee are as follows: Erica Walbert (UGA) to represent the comprehensive universities, Dora Ditchfield (NGCSU) to represent the state and regional universities, and Don Parks (ABAC) to represent the state and two-year colleges. Angelyn gave a brief overview of the terms of office for the Executive Committee. Lori Trahan made a motion to approve the nominations of the Directors for the Executive Committee. Erica Walbert seconded the motion and the motion carried.

Angelyn briefed the group on the history of the Executive Committee offices and USC-CACE. She also provided a handout of USC-CACE member institutions.

### **Updates from the Chancellor's Office**

Updates from Tonya Lam were provided by Angelyn.

Martha Wisbey's position was due to post last week. Tonya wanted to convey to this committee that members are welcome to notify qualified colleagues of the position and encourage them to apply if interested.

Budget updates from Tonya indicated that the outlook is not good. She encouraged this committee to focus on targeted enhancements when funds become available again. The USG will develop 2010 budget plans and then review them monthly. The Board of Regents will not be meeting in July so there will be no further updates until August 2009. Angelyn stated she feels USC-CACE has access to the System Office and open two-way communication

## **Unfinished Business**

### *Internship Collaborative Proposal*

Angelyn provided an update on the Internship Collaborative Proposal. The proposal denied funding. The Office of Economic Development has faced critical budget cuts so there will not be an opportunity to pursue funding through that avenue. Using NACELink to host the internship consortium will be cost prohibitive. Angelyn opened the discussion for other ideas for hosting the consortium site.

Mary Roberts and Dora Ditchfield reported back on their research into having the internship collaborative site hosted by CSO or CCN. Angelyn thanked Dora and Mary for providing the information.

- Mary Roberts presented information about CSO. CSO is willing to host the internship collaborative site free of charge as long as 2 CSO clients are involved. Three institutions present at this meeting are current clients of CSO which fulfills that request. CSO will create the site that stores the jobs. Employers and schools will have access to the site to post and review jobs. Students will not be able to access the site. Instead, they will access the information through their school's current system. If the school is a CSO client, the jobs will automatically be accessible through the schools specific Interfase site. Non-client schools can have the jobs automatically emailed to them and then manually entered into their current system, or, they can choose to download the jobs as an Excel spreadsheet and then upload to their system (if their system allows it).

Positive aspects include that it is FREE, plus there is only one portal for posting, which cuts down on duplicate postings and makes it easier for administration. A drawback is that non-CSO clients will have to post their own jobs. Mary provided a handout with more details regarding this option (see attached file).

- Dora Ditchfield presented information about CCN. CCN is willing to host the internship consortium free of charge, guaranteed for the next three years. CCN reports they already have a proven internship consortium with 13 colleges and universities in Massachusetts. Students and employers will have to register a profile in the system. Employers can post their own jobs. Dora provided a handout with information about CCN (see attached file).

Angelyn asked if the group believed there was a benefit from having an internship collaborative. Angelyn, Kristi, Mary and Dora commented that the collaborative would be beneficial for smaller schools. Erica inquired about the protocol – would the institution have to upload all of their internships if they participated? Wanda indicated she would allow her employers to have a choice to post internships to just the school, just to the consortium, or both.

Angelyn inquired of the group if anyone knew where the name "Experience Georgia" originated and if it was copyrighted. Mary recalled the name "Experience Georgia" was developed and used by GACE. Wanda suggested the name be copyrighted to protect it from use by persons or agencies outside of GACE.

Lori indicated that KSU may not participate in the consortium unless it is hosted by NACELink due to contractual obligations. Angelyn stated that UGA and Georgia Tech had stated in the past that they would be unable to participate unless hosted by NACELink.

Kevin suggested that a homegrown system be considered instead of using an external company.

Angelyn asked Wanda and Glorya to share their opinions regarding the University System's receptiveness to an internship collaboration among schools. Wanda indicated she believed it would be well received as it fits with the Governor's workforce readiness initiative.

Kevin suggested the possibility of using an already established system that is active in recruiting. Mary mentioned a model used by the University of Michigan who has a website that lists statewide recruiting resources for students.

Angelyn proposed a subcommittee be appointed to work on researching options and returning suggestions to the group on developing an internship collaborative. Dora Ditchfield made a motion to appoint a subcommittee whose duties are to explore if an internship collaboration should be done, research options on developing a collaborative, and provide a timeline of implementation if this committee is resolves to undertake the development of a consortium. The motion was seconded by Wanda. Kevin suggested the subcommittee further explore ways to have all USG institutions involved and how to make this a benefit to all who participate. Dora suggested the subcommittee also research what other schools and states are doing that is similar to this consortium. Kevin also suggested this subcommittee be charged with exploring the option of developing an internal method for hosting the consortium that the system might be willing to help with. The motion was voted on and carried.

#### *Review of Membership List*

Angelyn provided a membership list and asked the members present to review the list and make any changes or updates.

#### **New Business**

##### *Other ideas for 2009-2010*

A motion made by Erica suggested another subcommittee be formed to explore the possibility of developing a site for statewide resources for Georgia students by reviewing what the State of Michigan and other states are doing. The subcommittee would be charged with investigating and making a recommendation to this committee. Motion seconded by Lori. Donnie recommended the chair of the subcommittee consider speaking with Scott Maynard and Skip Hunt about creating the site as they had direct experience with developing similar sites. The motion carried.

Kevin proposed that USC-CACE develop a position paper on the value of career services to students and employers. Angelyn declined adding this to the goals for 2009-2010 but encouraged Kevin to contact other USC-CACE members to inquire of their willingness to collaborate on that project.

##### *Meeting for Fall 2009*

Mary proposed upcoming meetings be held before or after GACE or GCC meetings to save travel cost since many USC-CACE members also attended GACE and/or GCC. Angelyn stated she will speak with Lori Trahan of GACE and Vicki Harden of GCC to look into coordinating the next meeting and will notify the members through email.

No further business was discussed. Angelyn thanked those who participated in the meeting and called for adjournment at 10:40 a.m.

Respectfully submitted,

Kristi Casey-Hart  
USC-CACE Secretary