

## Minutes, May 15-16, 1997

### ATTENDING

Adams State College-Teri McCartney Colorado Christian University-Not present Colorado College-Rick Roberts, Cindy Funk Colorado School of Mines-Ron Brummett Colorado State University-Ralph McNerny, Lynn Wiljanen, Karen Black, Carla Johnson, Mark kretoivics Fort Lewis College-Allyn Talg Mesa State College-Rich Baca, Evy Bryant Metropolitan State College, Denver-Not Present Regis University-Not Present University of Colorado at Boulder-Lynne Boyle University of Colorado, Colorado Springs-Linda Foltz University of Colorado at Denver-Lissa Gallagher University of Denver-Mary Michael Collignon, Nancy Pool Dixon, Lauren Noon, Ruth Prochnow University of Northern Colorado-David Cessna University of Southern Colorado-Not present Western State College-Layne Nelson

Meeting called to order by President, Karen Black, at 10:42am, Thursday, May 15, 1997.

(ACTION ITEMS ARE NOTED WITH "!") Welcome by Rich Baca, mesa State College.

Minutes amended to more accurately reflect Career Fair Fees information. Motion to approve and accept minutes of last meeting, as amended, by Carla Johnson, second received. Minutes approved.

Treasurer's report by Layne Nelson. Motion to approve report by Lynn Wiljanen, second received. Treasurer's report approved.

OLD BUSINESS ! Members asked to submit written notice of upcoming Career Fair dates for Fall '97 and Spring'98 to Ron Brummet for inclusion in the minutes and dissemination on the CCSA listserv.

Dates Reported Colorado School of Mines-Career Day, September 16, 1997

University of Colorado-Boulder Career Fair, September 24, 1997 State-Wide Minority Conference, November 12, 1997 Second Semester Career Fair, January 28, 1998 Internship Fair, February 18, 1998 Summer Internship Fair, April 16, 1998 Education Fair, April 22-23, 1998

University of Colorado-Denver National Coalition of Employers, September 10-11, 1997 Rocky Mountain MBA Consortium, November 6-7, 1997 Engineering Fair, February 19, 1998 College of Business, March 5, 1998 Greater Denver Teacher Fair, April 22-23, 1998

University of Denver Rocky Mountain MBA Consortium, November 6-7, 1997 Hotel, Restaurant & Tourism Management Career Fair, January 28, 1998 Graduate School of International Studies Career Forum, February 6, 1998 All Campus Career Fair, February 25, 1998 Statewide Information Technology Career Fair, April 1, 1998 Human Services Career Fair, April 29, 1998

University of Northern Colorado Teacher Employment Days, April 21-22, 1998 Career Exposition, November 6, 1997 Camp Day/Employment Fair, February 10, 1998

Taskforce Reports: Education Fairs: !Lynne Boyle reported that the deadline for submitting changes or additions to next year's mailing and inserts must be received by the end of June 1997. Western, Adams, and Mesa to consider rejoining the combined marketing effort.

Education Fair Dates 1998: UNC, 4/20, 21 CSU, 4/13, 14 UCD, 4/16, 17 FLC, 4/27, 28 UCB, 4/22, 23

Legislative Task Force: ! Ron Reported on, and handed out information about, the CCHE statewide quality indicators that apply directly to career centers at public institutions. Ralph McNerney discussed survey methodologies for collecting and reporting graduate and employer satisfaction. The quality indicators serve as a general guideline for the minimum that has to be collected and reported by state institutions.

Workforce Training: David reminded the association that workforce training dollars are no longer available through CCHE.

School to Career: Ron reported that SB22, concerning a state income tax credit for employees establishing school to career programs, died in the appropriations committee.

CASPA: David reported that CASPA does not see any need for CCSA presense.

CCSA and Co-op Consortium: Discussion about inviting either a representative, or all members, of the Co-op Consortium to the next meeting.

NEW BUSINESS !Consensus to use the CCSA listserv to distribute meeting minutes and meeting agendas. (The paperless association!) Check your e-mail.

Association for Aid to Lutherans. Discussion about on-campus recruiting policies of this association and whether religious affiliation is a BFOQ for selling insurance.

Credential Files. David to ask CASPA about the current feeling toward credential files. An Iowa study indicated that many school districts want to receive credentials from a third party source. Colorado school districts appear to be neutral on origin of the file.

JobTrak versus 1st Place: The technology debate continues. Academic Software to have a round table discussion 6/16 in Denver. CU Boulder is now full service with JobTrak.

Elections: President-Elect, David Cessna. Treasurer, Lauren Noon.

New Members: Packets given to Teri and Linda. Rich suggested that a new member have a mentor to help them understand the workings of the association. Other suggestions included a registration form for new members, and an orientation, including how to join the listserv.

#### Round Table Discussion

Vision of the Future: The role of the director's gathering. clarification of the informal and supportive purpose of the director's gathering. since this is not truly a meeting, nor part of the May meeting per se, it was decided that this will be not included in the formal agenda for future meetings, and the director's will organize an informal gathering separately.

Several issues were raised for further discussion: 1. Including employers in the association. 2. Including 2-year colleges in the association. 3. A need for a statewide association of colleges and employers 4. Specific programs for employers. 5. Specific programs for co-op/internship coordinators. 6. Special meetings arranged at other times of the year to address a special issue or specific group, such as employers. 7. Use the listserv as the medium for discussing the future. 8. Separate support groups, organized by function, such as recruiting coordinators' group.

Presenter; Sharon On-Willeke-"Farewell to Alms: Liberal Arts Majors=Jobs"

Training: Mark Kretoivics-Employer focus group results.

Future Meeting Dates: University of Colorado at Boulder, November 13-14. Please send program ideas to Lynne. Tour of the new Engineering lab. suggested topics-technology forum, Co-op, how to set up a career and life planning class for credit, and the culture of CCSA

May meeting to be held in Glenwood Springs, May 14-15, 1998. A sponsor is needed for this meeting to coordinate the site and agenda.

Meeting adjourned: 5/16/97 at 11:00am