



New Mexico Consortium of Career Educators & Employers (NMC²E²)

Meeting

December 8, 2017 10:30AM – 4:00 PM

UNM, Student Union Building

In Attendance:

- Jenna Crabb, President
- Sarah Clawson, Secretary
- Tania Rhiani, Treasurer
- Karen Gomez, IAIA
- Berlinda Baca, USDA Forest Service
- Fidel Trujillo, USDA Forest Service
- Stacey Cooley, CNM
- Michael Voegerl, New Mexico Institute of Mining & Technology
- Ron Garcia, New Mexico Highlands University
- Phil Martin, Enterprise Holdings
- Kim Crowder, UNM-Valencia
- Charles Lehman, EEICNM

Networking

Welcome & Introductions

Jenna Crabb, President

- Make connections between employers and workforce development in the state of NM.
- Moment of silence for Beth Moreno-Perrine. This meeting is dedicated to her.

EMSI Presentation

Charles Lehman & Aaron

- Alumni application tracks the alumni of postsecondary institutions. Provides an array of information on the alumni. Built from social media and job posting sites.
- NM price negotiated \$7,500/year
- Include all NM schools and UTEP
- CareerBuilder is parent company. Focus on Labor Data.
- Alumni Insight gathers data from professional profiles on CareerBuilder and large social networking sites
- EMSI tagged profiles with education level, ONet occupation code, proprietary job classification system, and skills reported on resume
- Users can export 100 profiles at a time up to 10,000 profiles
- Sites where information is harvested from is a confidentiality issue. When presenting the data to your school you will need to disclose that the data may not be completely accurate. People don't always keep their social media platform up to date and the list of sites that are used is confidential.
- Data is not refreshed very often - first pull will be biggest data and then additional access won't show much change during a year
- Uses
 - Prospective students can make better decisions based on relevant labor market data

- Job seeking graduates can get keywords out of skills information for applying to a specific company.
- Curriculum development-identify pathways in labor market that you didn't know about and adjust offerings to meet that pathway
- Develop continuing education opportunities to meet alumni demand
- Program to Career Outcome Match
 - Separate report that gives you a snapshot at that moment from your existing alumni list
 - Cost is significantly higher
- Career Coach – career exploration platform that schools can have customized to their website.
- Offers
 - \$7,500 six month trial where all consortium schools get access.
 - Jenna will send a list of member schools to EMSI
 - Decision cannot be delayed until summer meeting. EMSI will need decision in early 2018
- Discussion
 - Exit survey response is low at many schools – data is needed
 - Prominence of keyword filtering makes the skill info useful
 - Sort by sector may be possible
 - Money is available in NMCCEE accounts
- Motion to move forward on 6 month offer with membership status update
 - Motion: Michael Voegerl
 - Second: Ron Garcia
 - Passed: Unanimously
- Informational email will be sent out along with membership invoice in new year
- Marketing for member ship
 - EMSI provide # of profiles per institution to incentivize membership
- Going forward
 - Grants through NMCCEE for future funding
 - Schools buy-in for themselves

Lunch & Networking

Soft Skills – What Do Student's Need

Jenna Crabb, President

- NACE defined career readiness and essential skills needed to be successful in the workplace - reviewed list
- Common conversation today: How are the skill sets developed?
- Skill-based hiring initiatives have begun where degree is not the primary consideration for job placement
- CNM initiatives
 - 6 professionalism skill sets generated from CNM employer survey
 - Committee working to integrate skills into curriculum
 - Currently offering 4 hour professionalism workshop and looking to transcript it on a block chain
- UNM initiatives
 - UNM 5 – identified skill sets the students need to be successful in the workplace

- The UNM education provides these skills but students don't know how to articulate them
- Classroom learning objectives are aligned with UNM 5 to help students identify the skills they are acquiring.
- Outline of how assignments are tied to the skills they are learning to new students during Orientation
- STEM programs have integrated UNM 5 into every activity
- Student Employment is integrating the UNM 5 so that each position outlines the skills desired and those that will be acquired.
- Training student employment supervisors to help them improve supervision around skill acquisition
- NMHU
 - Transferable skills from classroom to career
 - Students create elevator pitch that includes examples
- NM Tech
 - Every resume entry is followed by the question, "So what?" to prompt them to focus on outcomes.
- US Forest Service
 - Students struggled to articulate skills in mock interviews especially in giving examples of when those skills were used
 - Skills lacking in cultural competencies, inclusion, mindfulness
 - Cultural block against tooting your own horn
- Enterprise
 - Be careful of how much is credentialed in the postsecondary system because credentials don't necessarily get the job. Skill sets get the job.
 - Can't articulate how they produced the results
 - Don't know how to handle conflict. Have been conflict averse and don't know how to handle it on the job.
 - Initiative has been removed with protected learning
 - Work with hiring managers to look past polished delivery to actual skill sets
- NACE has additional resources surrounding their identified skills including best practices. Available on their website. Membership not necessary to access.
- 1st generation professional doesn't get as much attention as 1st generation students
 - Career development never ends – professionals continue to need guidance after the hire date
 - Facilitating good professionals
- First year of new job – impostor syndrome when you are sure you will be discovered not knowing what you're doing
 - Alumni mentorship within organizations
- Formalized mentorship within businesses
 - Enterprise: First manager position is the one that comes with formal mentorship
 - NM Tech: Learning living communities based on team project. Handling conflict within those teams gives experience
- Integrating soft skills into high schools – basic program being developed for statewide use.
- Sometimes it is about personality introvert/extravert and they need coaching differently
 - Bring notes to interviews and have a place to take them

- Tell interviewer what you want them to know not just answer their questions
- Helping students identify purpose behind their assignments and experiences and name their skills

Business Meeting

- **Agenda Approval**
 - Motion: Fidel Trujillo
 - Second: Michael Voegerl
 - Passed Unanimously
- **Approval of July minutes**
 - Motion: Jenna Crabb
 - Second: Tania Rihani
 - Passed Unanimously
- **President's Update**
 - Open executive board positions
 - Open immediately. President-Elect position described. Anyone interested notify Jenna Crabb.
 - Open February 2018. Treasurer position described. Anyone interested notify Jenna Crabb
 - Open June 2018. Secretary position described. Anyone interested notify Jenna Crabb
 - Ivy and Carlos may be willing to accept positions
 - Vote at next meeting to change the guard
 - Executive board will send out self-nomination invitation
 - New marketing strategy will be employed to increase membership. All members are free to reach out and recruit members as well.
 - NM Tech will host the meeting in June 2018
 - Enterprise will host the meeting in December 2018
 - If anyone would like to host may volunteer and we will keep a list
 - Call for expertise: If you have an idea of something you can present please send your proposal to Jenna
 - How to apply for federal jobs – June meeting in a computer lab at NM Tech
 - Relationship building between federal agency and postsecondary institution
 - Send out topic list and ask which members could present on them
- **Treasurer Report**
 - One CD maturing early next year
 - 2 memberships have been paid at this time. Fees needed to fund EMSI project
 - Invoices will be sent out soon
 - 2 year school membership scholarships are available

Membership Announcements

- Announcements/ Events can be posted on Consortium Website. Views are happening. Send information to Jenna.
- January 30, 2018 NM Tech Career Fair. Employers and students from other institutions are invited.

- Forest Service is creating program for high school students. Survey to high school counselors around OPM hiring standards. Will be surveying NM and TX.
 - Could be sent out through NM Counseling Association parent organization for High School Counselor Association.
 - Send out to some of the career counselors and high school counselors to get survey revised before using it
- Forest Service-2 weeks before April 4 2018 will accept online apps in preparation for onsite hiring at MINERS conference

Next Meeting

TBA: June 2018

If you would like to host a meeting, sponsor lunch or give a presentation, please contact us

Meeting Adjourned: 3:04 pm

- Motion – Jenna Crabb
- Second – Fidel Trujillo
- Unanimously approved

Highlighting indicates an Action Item