

# Nebraska College Career Services Association (NCCSA)

## Meeting Minutes

May 23, 2016

Location: Creighton University, Omaha, NE

**Attendance:** Bellevue University, Central Community College – Grand Island campus, Concordia University, Creighton University, Doane College, Hastings College, Metropolitan Community College, Midland University, Nebraska Wesleyan, Northeast Community College, Peru State College, University of Nebraska-Lincoln, UNMC-College of Public Health, University of Nebraska – Omaha, University of Nebraska – Omaha College of Business Administration, and Wayne State College

Monique Cribbs, President, opened the meeting at 9:00 AM. Introductions were made.

### Business Meeting:

#### Old Business:

- November 2015 minutes were approved and seconded.
- Treasurer's Report was presented. Balance on hand as of May 20, 2016 was \$4,010.02. Certificate of Deposit at F & M Bank in Wayne is \$5,250.90. Report was approved by Andrea of UNL and seconded by Cory of Concordia.
  - Please pay your dues to Jeannine Berge of UNL.

#### New Business:

**Platform to host NCCSA website:** Current platform is difficult to use. Discussion of GoDaddy platform for \$13/year or move to Wix.com. Andrea M. of UNL will investigate the best option for our website.

- Discussion of primary purpose of the NCCSA website – most see it as an internal use for the colleges and universities.
- Should we consider a discussion board for the members?
  - We need to establish a clear purpose for our website and LinkedIn before we can make good decisions about the content and format.

Andrea M. of UNL will talk with UNL's IT department to explore ideas. Feel free to reach out to her with additional comments.

**LinkedIn:** Be sure to post comments on your designated month. The page is static with little or no activity. Encouraging more activity from the institutions in posting and commenting on content. Try to make content original and exciting. Post what is happening on your campus, best practices, etc.

- Discussion on what is the purpose of our LinkedIn page. Are we trying to attract alumni, students, employers, other members? Difficult to be attractive to all audiences. Andrea M. of UNL suggested that a LinkedIn committee be formed.

#### Other Ideas:

Discussed mentoring program for new employees of Career Services or new members. Jeannine Berge – UNL, Cory Gray-Concordia, Connie Kreikemeier-Midland University and Rachel Gibson-Creighton will explore ideas to present to the group.

Consider partnering with another institution and submit proposal ideas to conferences. It would be great to see Nebraska institutions represented at regional and national conferences. We have great ideas and as a team, we can make a difference.

Terri of Northeast talked about becoming a Certified Resume Writer. It was suggested that this could be a great professional development program for the whole group. Terri will contact the National Resume Writers' Association to explore options.

**Guest Presenters:**

LindedIn 101, The Basics of Actually Using LinkedIn by Amy Drightley of People's Mortgage.

LinkedIn Jobs Connect by Elizabeth was cancelled due to no electricity on campus.

Employer Panel: Internships, Management Trainee Programs, Job Shadows and More

Dawn Gonzales and Ralph Kellogg of Centris Federal Credit Union

Dakota Taylor of First National of Omaha

Chad Mares of Chesterman Coca Cola

**Roundtable Discussions:**

Talked about successes and best practices and future ideas at each institution.

**The next meeting will be November 21, 2016. The location will be at Peru State College.**

Tentative meeting in May: May 22, 2017 at Wayne State College

Alternate site for both dates will be University of Nebraska – Omaha College of Business

The meeting adjourned at 3:00 P.M.

Submitted by Terri Heggemeyer, Secretary