

## Student Employment Advisory Committee

Tuesday 10/24/18

10:45 - 11:45 am

Campus Center 215

Present: Jacki, Kerri, Adam, Laura, Kurt, Lisa, Jacob, Pete, Bob, Benjamin, Chris

Absent: Pattie, Aaron

### 1. Updates from Student Employment - Bob Graf

- Bob thanked the committee for their work.
- Bob updated the committee on SE Manager hiring search: Narrowed to a few candidates and on-campus interviews will be held in the next few weeks. The position was not re-written from Nachele's position and will continue to emphasize programming and relationship building.
- Bob updated the committee on pending changes to the new minimum wage. The only certainty is an increase to \$9.86 for all of MN on Jan. 1, 2019. This might have small impacts on the number of hours a student can work before maxing their award. The proposed \$15 minimum wage is still in discussion with multiple stakeholders and will be phased in over a number of years if/when it passes. There isn't a great "comparable" school to get a sense of what those changes might look like.
- Bob shared an update about the college's policy for providing references to past employees, including student employees. For reasons of risk and liability, official college policy is that references should not be provided for former employees. The extent to which this applies to student employees is something SEAC, the SE Manager, and Employment Services can continue to discuss in order to advise student supervisors. There is some support for addressing this in the already-planned January Thaw session on student employee evaluations.
  - i. SEAC members were asked to brainstorm questions for clarification before the next meeting

### 2. Updates from task forces

- Student Learning - Lisa, Kurt, Kerri
  - i. Lisa provided a summary of the Grow at Mac initiative
  - ii. This task force will coordinate with Pete, CDC, and Connecting Supervisors to advertise the next Focus & Forum on "Helping Students with Career Development" on 11/7.
  - iii. Kerri will coordinate the next task force meeting
- Connecting Supervisors - Jacob, Laura, Jacki, Ben
  - i. Jacob and Jacki provided a summary
  - ii. Benjamin joined this task force
  - iii. Laura will coordinate the next task force meeting
- Recognition & Outreach - Aaron, Adam, Pattie, Chris
  - i. Adam provided a summary
  - ii. Chris joined this task-force
  - iii. Adam will coordinate the next task force meeting

### 3. Student Rep reports - Ben, Chris

- The committee addressed the role, function, and expectations of the Student Reps. They are not affiliated with MCSG and are not expected to function like "representatives" of any particular constituency. Nor are they meant to field student concerns in any systematic way. Their function on the committee is to channel some student voices if the opportunity

avails itself and to provide their own student perspective to SEAC work, particularly at the task force level.

- Chris polled some classmates and shared feedback about: 1) the LC SE schedules do not align with class schedules, 2) there is sometimes a poor feedback loop between building managers and staff, especially if SE's work after hours, 3) there are some inconsistencies with student employment's role in catering & Cafe Mac given that Bon Ap is contracted not necessarily Mac employees, which could be addressed further.

#### 4. Next steps

- Provide input on SE references policy via shared document
- Next meeting is 11/20 @ 10am

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### Committee Roster

#### *Small*

Adam Johnson (3rd year) - secretary  
Pattie Lydon (1st year)  
Kerri Roesner (1st year) - future chair

#### *Medium*

Aaron Colhapp (3rd year)  
Laura Kigin (1st year)  
Kurt Miller (1st year)  
Lisa Ray (2nd year)

#### *Large*

Jacob Dorer (2nd year)  
Jacki Betsworth (3rd year) - chair

#### *Student Representatives*

Benjamin LeBlanc  
Chris Stockwell

#### *Others*

Pete Hall (representing the SE office), Employment Services, ex-officio  
Bob Graf, Employment Services, Advisory Member  
Jenae Schmidt, Financial Aid, Advisory Member

### Task Force Descriptions

#### **Task Force 1: Student Learning & Professional Development (Lisa, Kurt, Kerri)**

- Tasked with identifying and attending to ways in which Student Employment might better serve students as a learning and professional development opportunity.
- Seen as a continuation of the ideas that were developed in our 2017-18 Grow at Mac initiative.
- Continuing to develop partnerships with CDC, with New Student Orientation, with supervisors, and possibly could host a student event. An additional research/focus-group project may serve the task-force well, too.

#### **Task Force 2: Connecting Supervisors with Supervisors (Jacki, Jacob, Laura, Ben)**

- Tasked with identifying and creating programs and resources that connect supervisors with each other, for the main purpose of facilitating information sharing (e.g., best practices, training materials, solutions to common problems).
- In process of coordinating a New Supervisor training (in person or online)

- Coordinating ongoing monthly supervisor training/forum (Focus & Forum).
- Might coordinate additional panel discussions, Soup Chat
- Might want to start a Moodle group (or Google Drive folder) to share resources:
- handbook highlights, job ad language (skills developed, learning outcomes), evaluation forms, 'how to' guides created for student workers (i.e. using pivot tables in Excel), recommendation and reference letters, orientation & training materials, best-practices discussion boards.

### **Task Force 3: Recognition & Outreach (Adam, Aaron, Pattie, Chris)**

#### Recognition

- Tasked with coordinating the two large recognition events: SEOTY & SEAW
- Could take on the task of formulating a Supervisor of the Year award or other kinds of supervisor recognition opportunities, particularly to incentivize engagement in supervisors helping other supervisors.

#### Outreach

- Tasked with identifying opportunities to increase faculty involvement with SEAC and to solicit faculty suggestions for student employment.
- Tasked with identifying opportunities for SEAC to better connect with and serve students regarding their Student Employment needs.
- Might want to work on SEAC web presence and campus visibility.
- Might want to consider how SEAC could better serve special populations with unique Student Employment concerns (e.g., RA's, international students, dept. Coordinators who have low contact with "supervisees").

#### **Next Steps for Task Forces:**

- New members determine their area of interest by 9/25 and share with Nachele and Jacki.
- Returning task force members designate a meeting scheduler for each group.
- Task forces meet before October meeting
- Come to next meeting with a sketch of task force action plans for the year, with timelines where appropriate.