

SEAC Meeting Notes - September 22, 2021

- Introduction of new and returning members
- Overview of last year's work and subcommittees
 - **Student Learning and Professional Development Subcommittee:**
 - Developed a set of common interview questions with Career Exploration to help students practice mock interviews remotely. These are available to all students via Moodle. Developed guidelines for assisting students in researching companies with whom they intend on interviewing. Geared towards professional development post-graduation.
 - Developed a financial literacy program for students and shifted it to better work during COVID-19. This is also available on Moodle. Plan on furthering development and making more bite-sized content for students—not sure what that will look like going forward.
 - Want to continue this work and tie up loose ends, specifically the financial literacy piece, before the subcommittee is absorbed into the Presidential task force.
 - **Connecting Supervisors Subcommittee:**
 - Arranged regular meetings with supervisors. Attempted a large-scale “best practices” framework, but with remote work and differences from office to office, it made more sense to work with individuals.
 - **Recognition and Outreach Subcommittee:**
 - Typically includes the Student Employee of the Year and the Student Employee appreciation week, but due to COVID-19 Student Employee of the year was dismantled last year.
 - Discussions of new ways to show appreciation to students in fall and spring, and of promoting SEAC across campus.
- 2021-2022 Goals and Subcommittees:

We discussed the goals we have for the upcoming year. Due to the Presidential Task force temporarily absorbing the *Student Learning and Professional Development Subcommittee*, it was decided to split the remaining members into two subcommittees: *Connecting Supervisors* and *Student Leadership and Recognition*. Goals for the new subcommittees are outlined below.

 - **President's Task Force (Brooke, Neno, Pam):**
 - Collecting information on how other student employment programs look at different colleges in the US. Will focus on long-term changes like the minimum wage increase.

- Is different from the usual function of subcommittees, but will be absorbing the “Student Learning and Professional Development Subcommittee” for the year.
- Is functioning outside of the scope of SEAC, but the team will update the committee with relevant information.
- **Student Leadership and Recognition Subcommittee:**
 - Incorporate OSLE Leadership framework into our work.
 - Continue to discuss how to celebrate and appreciate student employees year-round; what resources are needed to do so; what kind of support student employee supervisors need.
 - Discussions if the current format of recognizing a student employee in the spring is the best way to structure appreciation—what if we put more emphasis on the fall and also used it as a way to promote spring hiring.
 - Potentially increasing outreach by promoting SEAC across campus, connecting with faculty and other groups on campus (like RAs).
- **Connecting Supervisors Subcommittee:**
 - Continue to arrange for supervisors to have informal meetings to discuss best practices.
 - Support supervisors by developing goal setting/appraisal tools and continuing to provide coaching tools.
 - Support supervisors who are filling a gap in student employee experience due to remote learning—many employers lost the year to onboard new students and are thus lacking this year in employees that are more familiar/skilled in their particular jobs.

RAW NOTES:

Went through the subcommittees, what they accomplished last year, what their goals are for the upcoming year, and if there will be changes due to the Presidential Task Force:

- Student Learning and Professional Development -
 - Pam - Brooke Mackenzie, Pam worked on questions with John Mountain to prepare students for job interviews. Wrote a script, Brooke turned into a moodle format so people could do these mock interviews and practice remotely. Want to continue moving forward with those types of practices. Professional development for lives after Macalester. Preparing for common questions, showing how to research a company and be prepared for post-Mac jobs. Was going to be made available to all students via Moodle.

Neno - working on a financial literacy program for students (started 2019) tweaked it for COVID last year. Plan was to break it into smaller sections on Moodle instead of one larger presentation. More bite-sized content for students, not sure how that will look going forward.

President started a new task force - asked to do specific things like look at peer campuses and other student employment, what minimum wage increase will mean for wages on campus.

Professional Development team - should we continue the work or dissolve into the larger president task force for now? There is overlap and SEAC will be getting updates from the Presidential Task Force, but it is different and has specific goals.

Pam - Maybe tie up loose ends, especially the financial literacy pieces.

Will meet as a subgroup, work through loose ends.

Connect supervisors to supervisors - recognition and outreach Catherine and two students as well are a part of that group

Presidential Task Force

Long term changes, a little different from usually SEAC work. We still want to support student employers and employees this year specifically.

Derek - goal, process that overlaps - OSLE has been working with partners across campus to have a shared leadership, a lot of similar themes to Student Employment and cultivating leadership that SEAC focuses on. OSLE focuses on different forms of leaderships, how can we integrate OSLE into SEAC?

Stuart - maybe have SEAC subcommittee continue to work with big group check-ins

Recognition Committee - Student employee of the year, last year due to pandemic was sort of dismantled. That group is looking at what we want to do with that and student appreciation week (second week in april) how do we want to celebrate and appreciate the student employees? Outreach - promoting SEAC across campus, updated language, connecting with faculty, other groups on campus like RAs—there has been some work that has been asked of the group in the past that we have not focused on as much as recognition.

Carla - Talking about appreciation in a format that stretched through the fall and the spring. There is benefit in acknowledging the fall student employees, and promoting hiring for the spring.

Stuart - do student employment supervisors like to have more chances for recognition, coaching? Could talk more about how to recognize and appreciate your student employees

How can we get more resources, what does that look like in more detail, how can we support that effort

Goals:

- In the Mac Weekly - discussion of RA compensation - is this committee tackling that? Is that something we are tasked with?

That would be within Senior leadership. We could review and discuss, but it is a policy change that would impact budget so it would be Senior leadership

- Summary:
Presidential task force, wrapping up other work that was being done with life skills, continuing to arrange for supervisors to have informal meetings and best practices and supporting supervisors (to do appraisal process, goal setting, coaching tools that could help supervisors at large) Supporting students and supervisors in basic training of student who have not been working in person during COVID, lost that sense of structure and student leaders who are no longer as well trained—maybe more of a conversation or developing tips/toolkits for supervisors. Better integrating OSLE leadership framework into our work, ongoing student appreciation and how we can support that, and making sure we have support for student appreciation week/Student employee of the year.

How many subcommittees we want to do:

- Presidential Task Force
- Student Leadership and Recognition
- Connecting Supervisors