

DEVELOPMENT COMMITTEE MEETING
Thursday, August 13, 2015 – 8:30 a.m. – 9:30 a.m.
Tramontina, Manitowoc, WI.

ATTENDEES: Brenda Haese, Tramontina; Lisa Francour, NWTC; Errin Kolden, AFG; Ann Franz, NEWMA; Scott Hill, Pro Solutions; Linda Bartelt, NEWERA; Sandy Folsom, NWTC; Griffin Croft, UWO Business Success Center; Jenna Theil, UWO Business Success Center; Hallie Sirvik, UWO Business Success Center; Kathy Koehler, EMT International

INTERNSHIP DRAFT DAY EVENT:

Student guests from UWO Business Success Center were introduced to the committee members. They were selected to assist with the planning of the Internship Draft Day to be held on November 12, 2015 at Lambeau Field from 3:00 p.m. to 7:00 p.m. There will be a training camp for employers prior to the Draft Day event from 2:15 p.m. to 2:30 p.m. to review aspects of the upcoming day's events. A training kit/packet will also be provided to each employer prior to the event to assist in calibrating them on how to measure the students and to provide additional information on holding a good internship interview.

We will be asking employers how many people they will have at the event to interview and booth size can be made to accommodate more space/room for interviewing. There will be 10x10 booths with 2 cocktail tables, or if more space is needed will have 10x15 booth. We will have this information prior to the set up to allow appropriate accommodations.

The registration form was sent out to all NEWMA members last week with a due date of August 31. There are 28 internships submitted already. Ann met with Skyline Exhibits to create the banner for the event.

Sandy will be visiting with the student organizations at all of the colleges to publicize and increase awareness of the Draft Day Internship Event.

DRAFT DAY SCHEDULE:

The interviews will last for 20 minutes each. The schedule will include:

Noon – 2:15 p.m. – Set up for employers

2:15 p.m. - 2:30 p.m. – Training Camp for employers

3:00 p.m. -3:10 p.m. – Welcome and overview for students and employers

3:10 p.m. -4:50 p.m. – Scheduled interviews (3 rounds of interviews)

4:50 p.m. -5:50 p.m. – Open networking

5:50 p.m. -6:30 p.m. – Additional Interviews (2 rounds of interviews)

6:45 p.m. -7:00 p.m. – Awards to be presented

If the employer is booked with interviews, they can have a waitlist and can interview during the open networking period.

HOW TO EARN DRAFT POINTS:

The committee discussed ideas regarding how the point system should be set up and weighted for the event. Students will enter the building with a draft score and they can move up the draft board throughout the event.

Points will be given out prior to the event for:

1. GPA – Receive points depending upon GPA score to be measured from:
 - a. 3.0-3.25 = 1 point
 - b. 3.25-3.50 = 2 points
 - c. 3.50-3.75 = 3 points

- d. 3.75-4.0 – 6 points
- 2. Involved in student clubs = 1 point for each club
- 3. Relevant work experience = 3 points
- 4. Student status – If a senior from a 4 year college or 2nd year for technical college = 6 points

Points will be given out on the day of the event for:

- 1. INTERVIEW:
 - a. Interview only = 7 points for each interview. Everyone who interviews gets these points.
 - b. Good interview, but not a match = 14 points
 - c. Earn 2nd interview = 28 points
- 2. NETWORKING TIME:
 - a. Meeting/speaking with an employer = 1 point
 - b. Meaningful Conversation with an employer = 3 points
 - c. If the student does a great job = 6 points
- 3. MISCELLANEOUS ACTIVITIES:
 - a. There will be fun activities scheduled for additional points during the event = 3 points

It was suggested that the students receive a sheet when they come into the event that they provide to the employers that they meet/ speak with during the networking session. The student would drop off the sheet for the employer to complete the ranking and then turn it in at the end of the event. It was also suggested that the employers have a checklist that they can utilize to help with consistency when rating students for both the networking session and interviews.

Each school can have a contest between their students, and the board will show the top 5 students among all schools. The committee agreed that the draft board will show names only, leaving off points. The student with the most points at the end of the event from each school will receive a gift certificate. The top three overall point getters for the event will also be recognized.

There will be “runners” that will be collecting the information to tally the points and update the draft board every 30 minutes. Ideas were suggested for having the ability to collect the data without having to run back and forth. We will look into the options suggested, Survey Monkey and Google Sheets.

UPSKILLING MACHINIST TRAINING:

Tabled, due to time.

RECRUITMENT OF NEW MEMBERS:

There are currently 23 new members. The goal for the year is 24 new members.

NEXT STEPS:

The committee will finalize all details, roles, and responsibilities at the next Development Meeting to be held September 10, 2015 at 8:30 a.m. at AFG in Kimberly.