

**MAC3**  
(Metroplex Area Consortium of Career Centers)  
5 August 2009

**MAC3 met on August 5 2009**, at 10:00 AM at UTA for a morning professional development program and the afternoon business meeting. The professional development segment consisted of round-table discussions with tables grouped by responsibility areas within career services. This arrangement fostered lively and productive exchanges about problems and challenges faced by each group, as well as successes, ideas, information and solutions.

*One spokesperson from each group will send a written overview of their group's discussion to MAC3 secretary Janie Shipman for emailing out to the consortium.*

Discussions continued over lunch, which was catered by Jason's Deli.

**Business Meeting:**

The business meeting opened at 1:00 with welcome by Kimshi Hickman and Debbie Villagomez and introductions all around. Congratulations to Francynne Maynard, who started her first day today in her new position.

Please send any MAC3 Directory updates to Janie Shipman if you have had changes in contact information. Janie will be sending out updated copies of the directory next week.

MAC3 has received a written request from University of North Texas—Dallas Campus to join, and Francynne Maynard has that information. She will be emailing MAC3 for voting to accept the new member school.

**Minutes:** Janie Shipman—Minutes of the May 2009 meeting were approved as written, with none objecting.

**Finances:** Melissa Yip—Melissa reported beginning balance for July of \$1961.51, deposits of \$150.00, and expenditures of \$12.00 for an ending balance of \$2,099.51 as of July 31. She reported an inadvertent credit card transaction error that has been corrected and will appear on the August Financial Report. The July Financial Report was approved unanimously as submitted. The next major expenses will be for today's lunch and for the deposit to The Courtyard for the December holiday lunch meeting.

**Old Business:**

Vanessa Yosten reported the MAC3 website is up and funning except for the calendar feature. She is still working to identify and correct the problem. She asked for people to please submit their photos to her for the website.

Fall Career Event: the committee exploring possibilities for the alumni career fair now recommends a virtual career fair or a networking event. The Professional Development Committee and the Career Event sub-group will work together to come up with the plan, including (but certainly not limited to) dates, location and marketing strategies, and present their report at the September 2 meeting. Sarah Ward agreed to be the point person for the team.

After discussion of today's round table dialogues, we decided to include a short professional development topic at every business meeting. Suggested topics include working with students with disabilities, working with returning veterans, ways for career services to use LinkedIn and online social networking, technology and job searching.

Another possibility would be for MAC3 to provide access to relevant webinars either during business meetings or at special meetings to make the webinars more cost-efficient and available to everyone.

### **New Business:**

Amendment to the By-laws: MAC3 President Francienne Maynard and Treasurer Melissa Yip have both accepted new positions within their same universities, but which take them out of career services. The By-Laws do not address what to do in this instance when an officer has permission from their new supervisor to continue their role in MAC3, and is willing to do so. The Executive Board proposed the following amendment:

#### ***Article IV, Section 4 Terms of Office (new addition)***

*If a member of the executive committee takes a position outside of a career services office, but still within their same college/university, with less than 6 months remaining in the year, they shall be allowed to continue in their role until the end of the year pending approval of the membership and their new supervisor. At the conclusion of the year, they will no longer be eligible for office or membership in the consortium.*

After discussion of the proposed amendment, Cheri Butler made the motion, and Sherry Mata seconded the motion, to approve the amendment. The motion passed by unanimous vote, with none opposed. The amendment will be added to the By-Laws and distributed to the members.

### **Best Practices:**

Caryn Statman at SMU provided an overview of SMU Career Services' use of Twitter as a marketing tool to reach students as well as a recruiter outreach tool. They did a soft launch in May and have about 260 followers now; they expect that number to increase greatly once the fall semester starts.

Angela Schoultz and Robin Washington-White from Brookhaven College gave an overview of their program for engaging both faculty and employers in a mentor program, and discussed how the program has helped with retention.

Sherry Mata and Robyn Fisk from Texas Wesleyan outlined their Student Success Studies course for freshmen who are enrolled as undeclared majors. The course engages the students quickly in the process of exploring majors and careers.

### **Best Practices:**

September – El Centro; Southwestern Assemblies of God; Texas Woman's University

October – Mountain View; Tarleton State; UNT

November – North Lake College; TCC NE; UTA

December – Richland College; TCC NW; UTD

### **Announcements:**

Cheri Butler—UTA—2 open positions can be found on the UTA HR website: Senior Office Assistant and Counseling Specialist II

Dirk Welch—Midwestern State—welcomed 2 new staff: Laura Brunner and Sarah Ward

### **Upcoming Meetings:**

September 2, 2009—Boy Scouts of America at 1:00 PM

October 7, 2009—University of North Texas at 1:00 PM

November 4, 2009—Girls Incorporated at 1:00 PM

December 2, 2009—Courtyard, Arlington: professional development/annual Holiday Lunch/business meeting

This meeting adjourned at 3:00 PM.