

MINUTES

MEETING OF THE CAREER ADVISORY BOARD, SCHOOL OF PHYSICS AND ASTRONOMY, UNIVERSITY OF MINNESOTA HELD APRIL 8, 2022

PURSUANT TO NOTICE DULY GIVEN, a meeting of the Career Advisor Board (CAB) was held on April 8, 2022, at the Physics and Nanotechnology Building in Minneapolis, Minnesota.

Board members in attendance: Matt Abroe, Ethan Bock, Dan Bruzzone, Dan Friker, Brad Givot, Paula Heron, Paul Kelley, Lisa Lust, Mark Madland, Donna Norberg, Paul Way, Addis Woldesenbet, Melissa Eblen-Zayas, Charles Hill

The meeting was called to order at 8:30 a.m. The following actions were taken by the Board:

Approved Feedback and Recommendations

The board noted the significant completion of the SPA Career Education Plan, including many elements previously discussed. Some gaps remain as opportunities for implementation, especially in areas such as soft skills training and internship options. In areas where the plan has been implemented, follow-up is advised to ensure use. For example, auditing use of career slides.

CAB expressed concerns on the continuity of the Career Education Plan through changes in administration. Documentation and calendarization of the plan is recommended to ensure future use as faculty and leadership changes occur.

The board members understand that it takes significant effort to plan and facilitate the Career Education Plan. The board recommends consideration of the following options to help distribute effort or lower individual impact:

- Recommend compensating the Director of Career Education with a semester teaching relief, similar to the practice for the Directors of Undergraduate and Graduate Education.
- Provide non-overlapping leadership for the Director of Career Education and Chair of Career Education Committee positions, following other school committee structures.
- Transition to student led activities, where feasible.

Connections and Engagement with Faculty

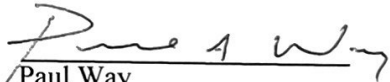
CAB recognizes the need to establish faculty engagement around the objectives of career education throughout SPA and between SPA and other branches of the University. It's recommended that SPA consider opportunities to foster this engagement, such as:

- Using faculty self-reported career outcomes for students advised during annual performance discussions.
- Leveraging CAB members to connect with faculty to share success stories (academic or corporate placement) and common challenges related to improving physics career outcomes, and to hear faculty's views on career and professional education of students.
- Make stronger use of the educational resources for professional development and career preparation provided by the Graduate School.
- Benchmark and communicate examples of soft skill training/coursework being used in adjacent departments (e.g. Chemistry).

For Future Consideration

The board heard feedback from SPA on a desire for recommendations within the first phase of graduate school, to help graduate students better understand their long term fit and alternatives. Helping students find direction earlier in their graduate studies may be more favorable than changes that take place late in their studies. It's noted that changes made late in the graduate process have a stronger impact on the department, advisor, and potentially the student. This topic will be added for consideration during future board meetings.

There being no further business, the meeting adjourned. The next regular meeting will be scheduled and communicated within 12 months.


Paul Way
Board Chair