# Higher Education & Workforce Committee Meeting Agenda

**Date/Time:** Wednesday, September 6, 2023, 3:00p-4:30p  
**Location:** Kimley-Horn Offices  
**Virtual Access (if any):** none

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<tr>
<th>Name</th>
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*Note: The seat on the ACEC Committee is for the firm. If a firm representative is not able to attend a meeting, he/ she is not able to attend, he/ she may send another representative from the firm to sit in.*

1. Welcome & Introductions were made.

2. Committee Purpose and Goals
   a. The committee’s objectives were reiterated. Further detail can be accessed [here](#).

3. Retreat Outcomes Overview
   a. Presented by Amanda, emphasizing on:
      i. ACEC Engagement with Student Groups
         • A list of these groups is ready for finalization by a subcommittee.

         ACTION: **Amanda** to send follow up email/survey soliciting a subcommittee.

      ii. Engagement with Other Professional Groups
         • The aim is to update and expand the industry partners list, especially with
entities such as ICI and ISPLS.

- ACEC and ISPLS is creating a joint memo recommending that Ivy Tech create a Survey Technician Certification that will transfer to Vincennes University and University of Cincinnati.

iii. Landing page/White Papers or info graph, “Why Indiana”
- See Item 6 below WF Development Handout

iv. Reach out to Public (Client) side for needs
- No one could remember the context of this idea so it will not be pursued.

v. Student Co-Ops – Students rotate to different experiences
- BOD & ACEC staff decided not to have this committee pursue.

4. University Engagement Updates
   a. The following was shared by Liz:
      i. Liz and several board members have met with some institutions.
      ii. The following strategies could help us educate freshman on civil engineering and land surveying before they enter other engineering programs?
         - Could we do an evening event on the same day that Civil Engineering and Land Surveying were presented? (Side note: Purdue doesn’t allow companies to present to the Freshman Engineering course anymore)
         - Could we join an ACEC Event with career/job fairs to help promote/educate on “Why Civil Engineering” and “Why Indiana”?
         - ACEC could put together an event package proposal and offer them to higher education institutions.

ACTION: Amanda to send out email/survey seeking members to form a subcommittee responsible for event planning and drafting an event package proposal.

   iii. Each ACEC member will be the primary liaison for at least 1 institution on the contact sheet, accessible here.

ACTION: Amanda to send a follow-up email/survey to indicate top preferences. Opportunities will be allocated by the committee Chair.

5. ACEC Academic Scholarship
   a. Applications will go through the ACEC Nationals Scholarship Portal.
   b. Liz developed the linked handout, Scholarship Handout

ACTION: All - Please dispense handout at any student-centric event (i.e., career fairs, speaking opportunities, etc.)

   c. A scholarship selection committee will be formed.
      i. Scholarship applications acceptance opens in Oct. and closes in early Feb.
      ii. Selection committee will have scorings completed and determine amount per scholarship in March.

ACTION: Amanda will send out an email/survey seeking volunteers for a scholarship selection committee.

   a. Liz introduced the Handbook/Best practices guide idea.
   b. The Handbook purpose is to support recruitment and workforce development (i.e. provide
resources such as IEDC, Indiana Economic Development Corporation)

ACTION: Liz will send out a follow up email requesting subcommittee volunteers to develop the Handbook. Once the subcommittee is formed, they may send out a request for ideas of what to include in the Handout.

7. Volunteer Opportunities
   a. Oregon-Davis High School seeking guest presenters on “Principles of Engineering” and “Introduction to Engineer Design” now through the end of Oct.

   ACTION: If interested, see the recent email from Liz on how to sign up.

8. ACEC Membership Survey Questionnaire
   a. Members are urged to complete the SurveyMonkey, which will include following questions by 10/06/2023 (formerly 9/15/2023). Amanda will send a follow up email/survey on this.
      i. What additional questions would you like to see included in an ACEC Membership Survey?
         • What experience is valuable for new hires right out of college?
         • Are you recruiting your interns in high schools, or just college?
         • How do you approach students (career fairs, campus visits, school/program specific engagement)?
         • Who is serving on advisory boards at your firm?
         • Who is an alumnus of key institutions at your firm?
         • What tech/trade school needs do you have in your firms?
         • What roles are missing in your firms that a tech/trade school program might fulfill?
      ii. What is your firm’s policy regarding new hires and FE exams (i.e. will not hire the student, will provide financial support for it, 6 months to complete it, etc)?

9. Upcoming ACEC Indiana Events
   a. Coffee with Colleagues – September 13
   b. Grid Modernization: The Path Forward Featuring MISO Energy – September 19
   c. Workforce Accelerator Session (with Liz) – September 20
   d. Diversity Networking Fair – November 8

10. Committee Meeting Dates & Location
    a. Future Committee Meetings (held 3-4:30 PM unless otherwise noted)
       • November – Wednesday 8th (moved to AM due to conflict with Diversity Fair)
       • January - Wednesday 10th
       • March - Wednesday 6th
       • May - Wednesday 8th
    Location:
    Kimley-Horn
    500 E. 96th Street, Suite 300
    Indianapolis, IN 46240
    3-4:30 PM unless otherwise noted

11. Google Folder - Higher Education & Workforce Committee