

Leveraging Your Alumni Chapter



AMERICAN COUNCIL FOR
CONSTRUCTION EDUCATION
PARTNERSHIP FOR EXCELLENCE



Melanie Myers

- PM Michigan Medicine-U of M Health System
- NEF Educational Program Coordinator
- Eastern Michigan University Adjunct Instructor
- ACCE Board Member
- Eastern Michigan University CM IAB Member
- Eastern Michigan University Alumni Chapter Board Member
- Eastern Michigan University CM Alumni Chapter President

WHY?

Why do your IAB members stay connected and involved?



*“Volunteers are not paid.
Not because they are
worthless, but because
they are priceless.”*

Unknown



Association for Career and Technical Education (ACTE)

Research to Practice Brief: Lessons in Collaboration: Principles in the Governance of an Industry Advisory Board

- Providing information on the changing demands of the workforce
- Offering internship or work-based learning opportunities
- Assessing the strengths and weaknesses of curriculum
- Discussing relevant issues affecting the local economy and industry
- Enhancing the credibility of a program and adding to its potential for accreditation
- Creating opportunities for student and educator networking
- Serving as a source for guest lecturing opportunities
- Serving as a source for internal and external fundraising

Big Question:

Does your board have any of those traits?

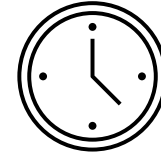
Keep IAB Members Interested



“Volunteers do not necessarily have the time: they just have the heart”

Unknown





What do your IAB members value most?

- Make sure not too much or too little
- Annually, quarterly, or whatever works for your committee
- Get the right players at the table

Is your IAB a “pay to play” committee?

- What are they getting for their donation?
- Make it easy to be involved
- Is the monetary requirement hindering candidates that can provide more than \$\$\$

Give them tasks to complete or other opportunities to participate

- Create subcommittees for program reviews
- Donations- Monetary and In-Kind
- Encourage scholarship opportunities
- Encourage opportunities for classroom presentations
- Encourage mentoring opportunities with current students
- Internships
- Give them opportunities at first pick of graduates

Alumni Chapter Involvement



Your alumni chapters may provide:

- Members for your IAB
- Mentors or Mentorship programs for current students
- Scholarships
- Fundraising opportunities
- Job Shadowing/Internships
- Best reviewers of course content
- Alumni take pride/personal stake in program success

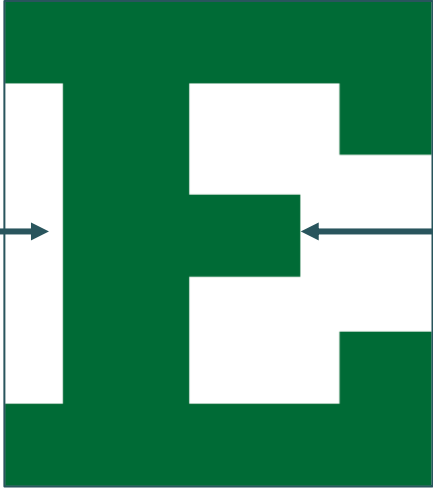
Best Practices



“ I think the success of any school can be measured by the contribution that the alumni make to our national life ”

John F. Kennedy





Program
Industry Advisory Board

EMU IAB Membership



- Started in early 1989 and helped to secure accreditation in 1990
- No participation fee
- Approximately 30 members (10 alumni)
- Meeting attendance 15-20
- Meet two (2) times per academic year (Fall/Winter semesters)
- Faculty and staff attend
- Possible attendance by an Eastern Constructors member



EMU IAB Contributions



- Lab Renovations
- Scholarships Nine (9) scholarships provided by industry, individuals and alumni
- Equipment Donations
- Internships and full-time employment opportunities
- Guest speakers
- Adjunct instructors
- Accreditation & course development
- Site tour opportunities for classes & Eastern Constructors



- Current curriculum data (graduation rates, enrollment)
- Program/course reviews- Several alumni this year & next
- Company participation in career fairs
- Volunteer opportunities
- ACCE accreditation reviews
- Invites to specific campus and Eastern Constructors activities



EMU Alumni Chapter



- Small board, but **MIGHTY** (10-15 active, but more for events)
- We meet monthly at 7:30 am (in person or Zoom)
- Main Events:
 - Golf Outing
 - Mentoring Programs
- Participate in campus events
- **PRIDE** of the EMU Alumni Association
- Student internships and shadowing opportunities



Scholarships



- Dr. James Stein Construction Management Scholarship
- Dr. John A. Weeks Construction Management Scholarship
- AISHWARYA REDDY THATIKONDA Scholarship

- Successful Golf Outing
- 2024- Made almost \$100,000/\$60,000 went to the Jim Stein and Dr. Weeks Scholarships



Student Alumni Summit



- Three (3) hour event- Feed the students
- Several Models
 - Alumni
 - Speed networking
 - Question & Answer Time
- Next event April 1st
- Local construction HR representatives discussing resumes and interviewing techniques
- Alumni to help review resumes/discuss hot topics



Student Mentoring Program



- Needs to have instructor participation
- Great learning beyond the classroom event
- Bring alumni into the classroom
- Pair an alumni with one or two students for the duration as set by the instructor
- Instructor gives the students directions what type of assignment will result from the mentoring exercise
- Both events have been sponsored by grants from the EMU Alumni Association



“ I’ve learned that people will forget what you said, people will forget what you did, but people will never forget how you made them feel.”

”

Maya Angelou



THANKS!

Any questions?

Melanie Myers

melanim@med.umich.edu

or

mmyers@emich.edu

Dr. Suleiman Asher, EMU Construction Management Program Chair

sashur@emich.edu



Alumni Mentor Program

ABOUT THE PROGRAM

EMU Construction Management Alumni Mentor Program Guide

The purpose of this guide is to provide an overview of the program and a guide for mentors and mentees. We hope that you cultivate mentoring relationships that are rewarding, enlightening and life-long professional connections.

Program Description

To mentor is defined as advising or training (someone, especially a younger colleague). This program is designed for declared students of the Construction Management Program. It matches CM Alumni with students interested in a mentoring relationship. Mentors will provide guidance and support to their mentees, to assist in professional development and career advancement. Students will be matched with a mentor based on background, experience and interest. Students must be prepared to engage in a professional relationship, one in which the student is jointly responsible for maintaining regular communication and is willing to listen, learn and take initiative.

Program Goals

THE EMU Construction Management Alumni Mentor Program aims to-

- Enrich students by offering opportunities for interaction with industry professionals.
- Empower students in the development of personal responsibility and independence.
- Create an environment that fosters career and professional development.
- Encourage and support EMU Construction Management students.



PROGRAM BENEFITS

Benefits of Mentoring

Mentoring benefits the mentee, the mentor and the university by fostering high levels of engagement in and out of the classroom. Each mentee-mentor relationship is different and each individual in the program will experience unique benefits. While many people believe that mentees gain the most from a mentoring relationship, mentors have a lot to gain as well.

Benefits for Mentors

- Exposure to the emerging talent pool
- Ongoing attention to your own career development
- Satisfaction from imparting wisdom and experience to others entering or in the profession
- Enhancement of coaching, mentoring, leadership and management skills
- The chance to be exposed to diversity of thought, style, personality and culture
- A way to recruit employees for the mentor's department or area of interest
- Feedback loop to students and program regarding curriculum needs
- A way to contribute and stay connected to the EMU Construction Management Program
- A lasting career network

Benefits for Mentees

- Access to a professional network
- Individual interaction with a professional
- Exposure to new experiences and points of view
- Honest, thoughtful advice and feedback
- An opportunity to make connections that can open doors to future opportunities
- Assistance in identifying positions or companies to which the mentee may want to apply and connecting the mentee with colleagues
- Development of professional and communication skills
- A chance to experience construction projects outside of the learned environment

GENERAL GUIDELINES

Roles of a Mentor

Being an EMU CM Mentor has the opportunity to enrich the life of a student by cultivating an individual, personal and professional connection that may last a lifetime. A mentor may assist a mentee in shaping career interests or life paths, using wisdom to give sound advice and sometimes just being a good listener. Mentors should look at this as a way to connect and grow alongside their mentees. Mentors seek out their mentees and actively discover new ways to engage and connect. This means seeing the relationship as more than just “helping” the mentee, but as a relationship where both people grow over time. Within the program, this growth is concentrated in the last few years of the student’s college journey. Although mentoring is often a personal choice that grows out of a connection with an individual, the program hopes to cultivate an environment where mentor-type connections with students can develop. Mentors provide students with the opportunity to learn from highly successful alumni by forging long-lasting, professional relationships. Our mentors can share knowledge and understanding, discuss industry trends, build a mentee’s professional network, facilitate career development through guidance and advice, share technical expertise and offer advice on professional communication, dress and demeanor. All are skills that will assist the mentee when preparing to enter the workforce. The formal mentoring program may begin in a student's junior year of the program and may last one academic year, two (2) academic years or until the student graduates or if one or both parties request to end the mentorship.

Program Requirements- Mentor

- Alumni of the EMU Construction Management Program with a Bachelor of Science or Master of Science.
- Been out of college for at least five years.
- You **DO NOT** have to live in close proximity to EMU.
- Be actively employed within the construction industry.
- Be willing to commit to the program and your mentee for the mutually agreed upon duration.

What Makes a Good Mentor?

- Communicate with your mentee at least once per month during the agreed upon time with your mentee. Regular communication is critical to build a trusting relationship.
- Be sure you are clear about how you will communicate, whether it will be by phone, email, video chats or in person. This is especially important for long-distant mentorships.
- Keep professionalism in mind, and use your best judgment when communicating and connecting with your mentee.
- Follow up when you make a commitment to get information, take action, etc...
- Work hard to make the relationship a two-way street. Sharing responsibility for setting up times to meet is one example.
- Be appreciative of your mentee - learn the student's strengths, and seek or offer advice in areas of strength.
- Set boundaries that work to keep both parties feeling respected, valued and comfortable.
- Be flexible and enjoy the experience.

Roles of a Mentee

For the mentor/mentee relationship to be successful, both parties must be able and willing to participate in the process. As a mentee, you will be given many outside the classroom learning opportunities through your mentor. You will find your mentor will love to share their industry experiences. Don't be afraid to ask as many industry questions you may have and lean on them for guidance and support in resume writing, networking and preparing for your career in the industry. You also may reach out to your mentor at any time. Please do not wait for your mentor to contact you first.

Program Requirements- Mentee

- Be a current student enrolled within the EMU Construction Management Program.
- Maintain a 2.50 GPA or better or by recommendation of the Program Coordinator to remain in the program.
- Transportation is not required, but you may be asked to attend off-campus activities.
- Be willing to commit to the program and your mentor for the mutually agreed upon duration of time.

What Makes a Good Mentee?

- Communicate with your mentor at least once per month during the agreed upon time with your mentor. Regular communication is critical to build a trusting relationship.
- Be sure you are clear about how you will communicate, whether it will be by phone, email, video chats or in person. This is especially important for long-distant mentorships.
- Keep professionalism in mind, and use your best judgment when communicating and connecting with your mentor.
- Follow through on any a commitments, appointments and meetings you have been asked to attend with your mentor. If you have to cancel, please give amply notice to your mentor to avoid confusion and inconvenience.
- Work hard to make the relationship a two-way street. Sharing responsibility for setting up times to meet is one example.
- Be appreciative and respectful of your mentor - ask professional-related questions and seek advice in areas you may need guidance in navigating.
- Set boundaries that work to keep both parties feeling respected, valued and comfortable.
- Be flexible and enjoy the experience.

THE MENTORING RELATIONSHIP

First Steps

- Discuss your expectations of one another. Who will initiate most communication or will you prefer it be more balanced? Be careful not to make assumptions. If you expect something, such as that your mentor/mentee responds to an email from you within 48 hours, be specific in stating so.
- Establish ground rules. What topics are you willing to discuss and which topics are off limits? How formal or informal do you want the relationship to be? Agree upon how frequently you would like to meet or communicate, and the methods by which you will do so.
- Mutually share a life experience that had a significant impact on your career trajectory.
- Talk about career goals.

Ideas/Activities to Develop and Grow

- Identify an article or book you feel would be beneficial for your mentee to read. Plan a time to discuss the reading at an upcoming meeting.
- Invite your mentee to your place of work or jobsite to experience the industry in real time.
- Invite your mentee to a professional or trade association meeting/event to expose them to other professionals and educational experiences.
- Help your mentee develop an “elevator pitch.” What information should your mentee convey to potential employers in a brief conversation?
- Ask your mentee about participation in professional development activities as a student at EMU (e.g., student organizations, career fair, etc.) thus far. Encourage your mentee to get involved in student organizations and Career and Employment Services (k-state.edu/ces), if the student isn’t already.
- Give your mentee clear, objective feedback regarding attitude, presence and other skills, such as hand-shaking and smiling, then offer suggestions on how to improve on them.
- Coach your mentee on professional correspondence. When should emails be sent versus a typed note versus a hand-written note? What elements/information should be included? What are some common mistakes to avoid?
- Discuss generational differences you have noticed in the workplace.

- Ask your mentee to create a vision for 5, 10 and/or 15 years from now - even if your mentee does not know which career path to take, ask your mentee to describe the setting and elements that will be a part of the future.
- Ask your mentee to identify risks, difficulties or stress that will be faced in the coming months (e.g., job search, challenging academic load, upcoming exam, balancing work and school, etc.). Discuss strategies for minimizing stress and preparing in positive ways to handle these challenges.
- Encourage your mentee to get involved in an appropriate professional organization - many such organizations allow for student members or have student chapters at EMU.
- Talk to your mentee about appropriate clothing for interviews and office. Make sure to be clear on the differences between casual, business casual and professional dress.
- Review typical interview questions that your mentee may encounter on a phone or in-person interview.
- Discuss the qualities of a good response versus poor response.
- Discuss the importance of intercultural communication skills in the workplace - how to develop them (e.g., study abroad, meeting international students) and examples of when you have used these skills.
- Share tips or strategies you use for building your network, and for remembering and maintaining contact with business associates.
- Discuss appropriate use of social media (Facebook, Twitter, Google+, etc.) and how employers might use this information when making a hire.
- Encourage your mentee to establish a LinkedIn account and discuss ways LinkedIn can be used to grow a professional network.
- Conduct a mock interview with your mentee and give feedback on your mentee's performance. Hold a debriefing session with your mentee later.
- Discuss personal branding/marketing. Challenge your mentee to think about what makes your mentee unique and the ways in which to differentiate from other applicants. How can this information be utilized in application materials and interviews?