

North Carolina Internship Council Meeting Minutes

Friday, July 22, 2024, 10:00 a.m.

Microsoft Teams

Members Present: Rosalynn Melissa Parks, Tiffany Watts, Evin Grant (Secretary Cashwell Designee), Sumit Gupta, Dr. Britt Davis, Paul Worley, Cha'ssem Anderson

Members Absent: Jamie Stamey, Avery Staley, Amber Lennon, Dr. Laura Colson, Nicolas MacGregor, Kearston Page Freeman, Rebecca Nussbaum, Christopher Chan, Nadirah Pippen

Department of Administration (DOA), Council for Women & Youth Involvement (CFWYI) Staff: Anaja McClinton, Danielle Carman, Jean McBride, Charnessa Ridley

Meeting was called to order by Paul Worley at 1:00 .m.

Welcome and Ethics Reminder was given by Paul Worley along with the reading of the ethics statement. There was no known conflict of interest or potential conflict by any members.

- **Virtual Roll Call & Approval of Minutes:** Paul Worley asked each council member present introduced themselves and briefly state the organization/school and position they are associated with. Paul Worley sought approval for the Friday, February 9th, 2024, meeting minutes. Minutes were approved with 8 votes.

DOA & CFW&YI Update: Danielle Carman (CFWYI Executive Director) brought greetings on behalf of the Department of Administration and the N.C. Council for Women and Youth Involvement.

- Moving forward with new fiscal year with SA and Domestic Violence Center Funds
- There will be two new anti-human trafficking positions
 - Program coordinator: Lenore Brown
 - Admin Assist: To be hired
- Aug. 28th – CFW and other cabinet agencies hosting day long Policy Conference for Women
 - Register ASAP – in person max is 720/can attend virtually

Internship Program Recap: Summer 2024 we were excited to welcome 98 interns. We are currently in the final week of programming.

- Applications received: 3,000 applications
 - 200 apps from comm college
 - 300 from hbcu
 - 100 from ivy league
 - 12 from international schools
- Class profile of interns from
- NCSU – 600 applications; most applicants
 - Demographics
 - Longstanding partnerships
 - Diverse degree programs
- UNC-CH was runner up
- HBCU's highest – NCA&T and NC Central
 - Understand there is another HBCU program in state government offering internships to students.
 - HBCU and MIHE; 40 hr 10 weeks; \$17/hr
- Class Profile 2024:

- 98 interns; 15 agencies
- Female>male
- Lots of diff classes represented
- All diff types of schools represented
- Interns represented 30 counties in NC
- Inability to find housing – possibly responsible for low attendance from western and northeast sides of NC

DEQ, DOT, DNCR – possibly have satellite/regional offices – spread proposal requests to those sites to spread awareness and availability for outer edge counties and students

Old Business- Jean McBride

- Feedback from interns for supervisors/remedies:
 - Tentative calendar to accommodate remedies
 - Feedback on this years calendar: August turnaround for departments to create new project proposal too quick
 - Possible new calendar/solution:
 - Distribution of PP Sep. 16th
 - Project Proposals due back Sep. 30th
 - Projects posted Nov. 14th
- Feedback on proposed change to program calendar
 - Less time to manually put projects into neogov (now only 2 weeks)
 - Confident there is enough time to enter proposals
- Motion for Board of Approval for New Calendar
 - Evan, Rebecca, Melissa, Dr. Britt Davis, Paul, Tiffany, Nicholas, Kierston, Gupta – all approved
 - Motion passes and approved

New Business- Jean McBride

- Additional feedback for program:
 - Some law school students coming from institutions need to accept internship before fall semester ends in December
 - Unable to apply for state internship program
 - Reach out to career centers at law schools – might have flexibility if through career center; if component of internship course would need that secure internship by certain time
- Feedback from board members:
 - Council members required to review roughly 100 applications each
 - Council members tend to approve more than deny applications
 - See if meets minimal qualifications, major grammatical errors
 - Realize they are not the supervisor; wants agency to make final decision
 - How many rejected during internship council review process?
 - 1,600 students forwarded to supervisors for interview process
 - If council is subject matter expert – look at those specific applications
 - Lots of council members support this
 - Align project proposals subject matter with council members expertise
 - Probably couldn't align perfectly
- Council leverage power to see if universities would be willing to host interns? Especially for those out west;

- Jean will look into what's being done in cross programs; see if HBCU is doing that; see if any other agencies have connections to provide housing

Meeting Dates – The next council meeting is scheduled for Friday, October 4th, 2024 and we will be approving project proposals

The meeting adjourned at 2:03 p.m.

Minutes Submitted by: Jean McBride, Internship Coordinator
