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| Kappa Beta Delta |
| 2.17.2015 | 1645-1745 | Harper College J263 |
| Meeting called by | Garen Martirosyan |
| Type of meeting | International Honor Society Meeting |
| Facilitator | Professor Robin James |
| Note taker | Mariam Bhatti |
| Timekeeper | Mariam Bhatti |
| Attendees | Officers, Professor James, Members, Kathleen from Job Placement Center |
| Introduction |
| 10 minutes | Prof. Robin James |
| Discussion | What is KBD? Purpose? |
| Mission of KBD: help develop members and help move on in life |
| Semester Basis: one community service per semester |
| Induction | In early April |
| - members need to attend 2/3 per semester |
| -order stoles online!! |
| Action Items | Person Responsible | Deadline |
| Have all members submit application forms + payment | --  | March 16 |
| KBD Discussion + Ideas |
| 15 minutes | Garen Martirosyan |
| Discussion | FB pages + emails, scholarship (march 1), award for outstanding excellence |
|  Volunteer ideas: feed my starving children, fellowship housing, habitat (humanity), little city (autism) |
| Group count majority votes: feed my starving children |
| Action Items | Person Responsible | Deadline |
| Finalize place of volunteering + date/time | Christina, Jamie  | N/A |
| Guest Speaker- JOBS  |
| 25 Minutes | Kathleen – Job Placement Center (Building W, lot 14, 2nd floor) |
| Presentation | Resume writing; job search @ collegecentral.com/harper (free) |
| -job center 🡪 can help w/ resumes, cover letters, interviews, skills, internship/co-op (sample resume available online) ; harper links students with employers ; can e-mail resumes, walk-ins welcome |
| --new jobs: transferrable skills & experience counts |
| -number one skill students lack = communication  |
| Action Items | Person Responsible | Deadline |
| Spread the word about job fair (business students) + resume writing! | All Members | April 6 |