CORPORATE CONNECTIONS

An Overview of the Industry-to-Student Mentoring Program
WHAT IS CORPORATE CONNECTIONS?

Corporate Connections is a student-to-industry professional database that links students from the Multicultural Engineering Program with industry members in their field of interest.
Encouraging academic excellence and professional development through the sharing of knowledge and personal experience by a member of industry.
STUDENT EXPECTATIONS

- Make initial contact
- Respond to emails sent from your industry contact
- Turn to your contact for questions that relate to job searching within your field of interest
- Share with your contact how you are doing in classes – they signed up because they really care about how you’re doing!

Method of communication between student and professional is based on their preference.
FOR STUDENTS: HOW CAN I BEST UTILIZE MY INDUSTRY CONTACT?

- Consider reaching out on topics such as:
  - Internship opportunities within their industry
  - Resume building
  - Questions about skillsets required in their occupation
  - Hearing about personal experiences within school and similar courses

- Email with any questions you think he/she might be able to assist you with.
  - ie. you do not need to wait for them to contact you!

- Do not contact professionals for assistance with homework or quizzes!
Are all listed on Corporate Connections local?
- Not necessarily. This program is for you to reach out to industry members from all over – feel free to talk with anyone via email, phone, skype, face-to-face…whatever your preference.

Who do I reach out to from Corporate Connections?
- Feel free to choose anyone you think would be helpful to you in answering your question! They signed up because they care about MEP student success. Anyone will be an amazing support.

Once I select someone to reach out to, how do I do it?
- Start via email. See example on upcoming slide.

What if I’m not contacted?
- Contact Meghan Schuler-Jones. We will reach out on your behalf. If your contact no longer wants to be a part of the program, we will encourage you find another from the database.
WHEN SHOULD I CONTACT MY SELECTED PROFESSIONAL? WHAT DO WE TALK ABOUT?

- **Make the initial contact – this is your responsibility!**
  - Share your name, major, grade, and goals. Don’t forget to ask about their background as well!
  - What do you want to get out of this experience? Let them know!

- **Mid-quarter:**
  - Share how things are going – what courses are coming easy to you? Where are you struggling?
WHEN SHOULD I CONTACT MY SELECTED PROFESSIONAL? WHAT DO WE TALK ABOUT?

- Around Career Fair:
  - Share jobs you are looking into. Ask what tips they might have for you regarding working the fair, resume building and interviewing.

- End of the quarter:
  - Share how you progressed. What are your goals for next quarter?
THE INITIAL CONTACT

- You are responsible for making the first contact
- Introduce yourself
- Explain how you got their contact from MEP’s Corporate Connections
- Share your interests/goals – what do you hope to get out of your relationship or conversation with your professional contact
- Ask some ice breaker questions!
- See sample contact email text on next slide
Dear Mr./Ms. _______,

Hello, my name is ________, and I am a student in the Multicultural Engineering Program (MEP) at Cal Poly, San Luis Obispo. I noticed you were listed on MEP’s Corporate Connections student-to-industry professional database. My current major is _________ and I am interested in ________.

How did you become interested in the field of ________? It is a field in which I am considering going into, and I am hoping you could mentor me – I would love to ask you about your job and about this field as a career. I would appreciate a chance to talk with you by phone or email at your convenience.

Thank you for offering to help Cal Poly MEP students. I look forward to learning about your experiences in the field of ____________.

Feel free to reach me at my contact information below.

Sincerely,

YOUR NAME

YOUR CONTACT INFORMATION
ICE BREAKER QUESTIONS FOR STUDENTS

- How did you become interested in this field?

- How did you get to where you are today?

- What was school like for you?

- What do you do for fun when you’re not at work?
EXPECTATIONS OF PROFESSIONALS

- Check in with student *at least* once per quarter to see how things are going

- Be open for questions that may pertain to careers within your field

- Report to MEP staff if you have any concerns – mep@calpoly.edu

Method of communication between student and professional is based on their preference.
FREQUENTLY ASKED QUESTIONS

- I live a great distance from San Luis Obispo, can I still participate?
  - Yes! This program is for students to reach out to industry members from all over – you need not interact face-to-face, but rather via email, phone, skype...whatever your preference.

- How do students find me?
  - Upon filling out the application on the website, your information will be put into a profile format on a database. Once students request access, they will choose who to contact based on their questions/career focus. If you have an occupation change, let us know and we can update your profile.

- What type of questions will students have?
  - Some students may only have one basic question to learn more about your field, others might want a more in-depth perspective and understanding of who you are, how you got to where you are, and what your job is like. Some students could use some academic/professional encouragement. Some students may want a long-term mentor, whereas others may just have a quick question. Either way, we thank you for being open to chatting with our students!

- What if I have too much on my plate at this current time?
  - Feel free to tell the student who contacted you that you’re preoccupied at the moment. Let us know if you would like your name and information removed from the profile list.

- What if I’m not contacted?
  - It’s ok! Your information is still on our database for those to refer to. It is a year-round program, so students will trickle in looking for mentors over time.

- What if I am concerned for how the student is doing?
  - Contact Jackie Duerr or Meghan Schuler-Jones immediately!
BEST TIMES TO BE IN CONTACT WITH STUDENTS WHO HAVE REACHED OUT

- Fall Quarter: Late September – Mid December
  - Mid quarter: Mid October

- Winter Quarter: Early January – Late March
  - Mid/Late February

- Spring Quarter: April – Mid June
  - Early/Mid May
ICE BREAKER QUESTIONS FOR PROFESSIONALS

- How did you become interested in this field?
- What are your educational goals and how are you working towards them?
- Where do you see yourself 10 years down the road?
- What do you do for fun when you’re not at school?
HOW CAN I BEST ASSIST THE STUDENT WHO REACHED OUT TO ME?

- Share your stories about getting through college
- Share what made you successful at obtaining jobs within industry
- Be available for questions regarding professional development
  - Resume builders
  - Interview skills
  - Working the career fair
- Know about the policy and dates of available internships within your company (if applicable)
- Know and share strategies of academic success
- ENCOURAGE your student to be successful!
- **Do not** provide assistance with homework or quizzes!
ACADEMIC SUCCESS

- Ask the student questions regarding:
  - Attending class
  - Seeking faculty office hours
  - Creating study groups
  - Seeking tutoring
  - Time management
  - Physical/mental well-being
  - Seeking advising

If there are questions you cannot answer or if you have any concerns about the student, please contact and have the student contact the MEP staff at mep@calpoly.edu.
# Academic Resources

<table>
<thead>
<tr>
<th>Resource</th>
<th>Website/Contact</th>
</tr>
</thead>
</table>
| MEP Advisors                    | Meghan: [mcschule@calpoly.edu](mailto:mcschule@calpoly.edu)  
|                                 | Jackie: [jduerr@calpoly.edu](mailto:jduerr@calpoly.edu)    |
| ESS Tutoring Labs               | [https://mep.calpoly.edu/tutoring/](https://mep.calpoly.edu/tutoring/) |
| Career Services                 | [http://careerservices.calpoly.edu/](http://careerservices.calpoly.edu/) |
| Academic Skills Center          | [http://www.sas.calpoly.edu/asc/index.html](http://www.sas.calpoly.edu/asc/index.html) |
| Health and Counseling Services  | [http://www.hcs.calpoly.edu/](http://www.hcs.calpoly.edu/)   |
WHAT COMES NEXT?

- Professionals:
  - Create your professional profile at [http://www.mep.calpoly.edu/mentoring](http://www.mep.calpoly.edu/mentoring)
  - Students are expected to make the initial contact! Contact might occur throughout the academic year

- Students:
  - Sign up to gain access to the student-to-industry professional database: [http://www.mep.calpoly.edu/mentoring](http://www.mep.calpoly.edu/mentoring)
  - You will be sent a link that will direct you to professional profiles
  - Reach out to professionals of your choice who want to connect with students like you!
THANK YOU!

We look forward to having you a part of our program!

Contact MEP staff if you have any additional questions about the program:

mep@calpoly.edu

Apply: http://mep.calpoly.edu/mentoring