



Meeting Minutes
Thursday, November 10th, 2005
“Life As a Beginning Engineer & Opportunities with Chevron”



The meeting was called to order at 7:35pm

The icebreaker was “Let me hear my Alma Matter or better yet, let me hear your Chant”.

Announcements

- The career fair volunteers were thanked for their time and help during the Spring Career Fair.
- A new member of the month decided. It is Kevin Aigbedion.
- A new CEB member was appointed since the previous Facilities chair graduated. It is Kevin Aigbedion.
- The 2nd Annual NSBE Drawing will be held on March 28th, 2005. The prizes to be drawn are: 3) DVD player 2) 19” Color TV & 1) Printer/ HP Camera Combo
- National’s Assistance will be awarded to members based on membership points. The amount to be assisted is \$400 per person. The chapter is willing to sponsor 34 people to the National Convention in Pittsburg, Philadelphia. The convention will take place from Thursday 29th March to April 2nd, 2006.

Guest Speaker – Modinat “Abby” Kotun

Modinat “Abby” Kotun is a fulltime employee for Chevron that graduated from the University of Houston with a Bachelors of Science Degree in Chemical Engineering.

Modinat had **four** key areas for beginning engineers to focus on when starting a career in the industry. They were:

- Understanding Your Role

As a new hire, it is an occasional struggle for most people to know exactly what to do at different times, what is expected of them and how to fit into the working environment. The way to handle this is to ask a lot of questions during the early stages of employment. Before you are able to contribute relevant information to your colleagues, you have to first understand the issue at hand. Then, after you feel that you are up to speed with the issue, then you can positively impact your colleagues with valuable information and offer your expertise in whatever areas you can.

- Levels of Contribution

There are different ways of viewing this area:

Wrong View: You are too new of an employee to contribute valuable advice. Also, you feel that your colleagues are more experienced than you so nothing you might say might be right or useful to them.

Right View: You can contribute effective advice by day 1 if you feel that you understand the issue at hand.

Contribution Levels

Dependent: Here, with help, the new hire demonstrates that he/she is willing and eager to learn and work on whatever task assigned.

Independent: In this level, the beginning engineer comes off as a reliable, efficient and hardworking person who is able to work effectively with little or no guidance. A positive reputation has been built.

Interdependent: The new hire now has an increased influence and is able to help out fellow co-workers with different tasks. They are extremely accountable and have more responsibilities assigned to them.

Strategic: This level is more managerial and involves having a large influence on whatever goes on in the corporation. Here, the engineer has a vision of what the end-product should be and guides people to achieve that goal.

- **Managing Your Manager**

In order to get promoted in the working world, you have to, first, be noticed by your peers as well as your managers. Keep track of your value to the company you work for by constantly updating your resume. Include extra-curricular activities that you perform during work times that expose you to more of what the company has to do like speaking at events and heading meetings.

A very important thing to note is to **get** as much **feedback** as possible from your co-workers and your boss or supervisor. Inquire on how you can better improve your performance at work as often as you feel comfortable asking. Network with as many managers as you can. This is important when evaluations come up in the year and people are looking into getting promoted. The more managers you know, the more your chances are at getting promoted, assuming you are doing a good job.

- **Controlling Your Career Path**

An important thing to note is that you control your future in a company. Always perform well in whatever project you are assigned to do. The key to getting promoted to a different job is to work simultaneously on your job and the one you want to work on if you did get promoted. That way, if a replacement is required, they know you are capable of performing the job and might not need to train you as much.

Always ask for more work if you are done with your current task. If you do not, you might be evaluated negatively.

Decide early if you want to be a specialist in a particular field or a jack-of-all-trades.

Meeting was adjourned at 9:15 pm.

**Next NSBE Meeting: Platforms
Thursday, March 2, 2006
UC Bayou City (Underground)**

www.uhnsbe.org

NSBE'S MISSION:

To increase the number of culturally responsible Black engineers who excel academically, succeed professionally, and positively impact the community.