

UNIVERSITY OF ABERDEEN

**EMPLOYABILITY & ENTREPRENEURSHIP COMMITTEE (EEC)**

A meeting of the University Employment and Entrepreneurship Committee will be held on **Tuesday, April 23<sup>rd</sup> at 14:05.**

**Location:** QA-AUSA Union Building Rm 101 and by way of Microsoft Teams.

Alisdair McKibben | Careers and Employability Service

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**AGENDA  
FOR DISCUSSION**

**1. Approval of the minutes** (February 20<sup>th</sup> 2024) (EEC/230424/001)

**2. Matters Arising including review of Action Log** (EEC/230424/002)  
*No outstanding actions.*

**3. Careers and Employability Service Provision**

**(i)** Tracey to update the committee on meetings carried out between Careers staff and School representatives regarding careers and employability offering. Careers and Employability data packs for each School have been created and you can access these [here](#).

**(ii)** Tracey to announce summer ABDN Internship opportunities for both UG and PG students as well as reflect on success of the part-time internships which concluded 12<sup>th</sup> April.

**(iii)** Update on sector fairs planned for academic year 2024/2025.

**4. Aberdeen 2040 Attributes and Skills** (EEC/230424/003)

John to update the committee on recently reconvened working group including review of project plan.

**5. Upscaling Work-based Learning**

Tracey to update the committee on the central menu of courses and progress being made.

**6. Induction, Transition and Employability Week (ITEW)** ([EEC/230424/004](#))

John to share with committee School ITEW induction plans. Committee to discuss School based activity and wider ITEW plans including the proposal to have a student "Competition" for the official naming of ITEW while also gathering feedback from the students on what would motivate their return to University for said week.

**7. AOB**

**8. Date of Next Meeting**

Thursday, 6<sup>th</sup> June at 11:05am. | **Location:** QA-AUSA Union Building Rm 101 and by way of Microsoft Teams.

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