



#### **Strategic Goal #4: Improve Student Career Preparation**

**May 15, 2012 L 144**

**Attending:** Co-leaders Chuck Phair and Dawna Perez, members Irene, Chalek, Euthemia Gilman, Nita Lamborghini, Deb LaValley, Paula Richards, John Sabbagh, Glennys Sanchez, Josefina Taveras and guest Colleen Walsh.

We started by looking at potential starting points for Merrimack Fellow, Ashley Bragger, to begin research. On the meeting agenda the following items were mentioned:

- Research Career Prep at other institutions in Massachusetts (public and private)
- Coordinate a couple of site visits for a few team members at these institutions.
- Best Practices at community colleges for student career preparation
- Compile and synthesize all the areas at NECC doing career preparation, how, to what extent, what external partners are involved if any, and what parts might be replicable across the college
- Develop a matrix of practices, approaches and elements for us to consider

Items missing included

- Research into and alignment with career preparation occurring at the local regional vocational technical high schools
- Information from the Northeast Regional Readiness group (Christine Shaw at Salem State University). Euthemia will get us contact information.

A caution that Chuck expressed was that in doing research into what other institutions have for career preparation, especially in any private schools, we need to have a clear understanding of their funding, as state-assisted schools do not have the same funding formulas/mechanisms.

Chuck also stated that Freeland's office wants voke schools to show they're working with higher ed in non-credit and certificate programs via articulation agreements, so this work will come back and inform our team as well.

The topic of shared professional development came up: Workshops for school districts could be provided by NECC, districts and NECC faculty could do shared PD; Irene offered that many of the topics/curriculum for PD in the adult education milieu could be shared as well. Themia addressed how our students could work directly with Lawrence Public Schools in tutoring, and that we could cultivate relationships with the city's charter schools.

What are the expectations for our outcome? A Career Prep Map would be helpful. We can begin building the map for what we currently know, add research to arrive at concrete recommendations for change/enhancement.

Other thoughts for Ashley to help us with:

- Survey students directly about what they would like to get from NECC in career preparation. What is it that they want that we don't offer? (perhaps capture expectations at point of orientation?) Find out if any CCSSE questions pertain to career prep. Find out if alumni is surveyed in any way about this topic? Hear directly from Advisory board participants what they want us to be providing for students to be prepared well for careers.

We should work backwards from our 3-year goal to determine what benchmarks we want to accomplish in years 1 and 2.

Invite Mike Markham to come and speak about Coop and how former Career Development unit worked. He now reports to Colleen Walsh. Since "Career Planning" is right in the CPAC name, why not capitalize on that and expand it?

**The next meeting will be done virtually, via email, in June in order to prioritize the tasks to get Ashley Bragger started on research. Also, Dawna will work on the start of a visual representation of what we've covered so far---and the group can comment and contribute to it to make it better.**