

Strategic Goal #4: Improve Student Career Preparation

December 20, 2013 SC203

Attending: Co-leaders Dawna Perez and Chuck Phair, members Ashley Bragger, Jeff Bickford, Paula Richards, Deborah Regan, Andrea McPherson-Mesa, Karletty Medina, George Moriarty, John Sabbagh, Deb LaValley, Megan Shea, Lindsey Mayo, Mike Markham, and Sheila Muller.

UPDATES

NECCLink: We need to begin to advertise the system to various groups in the community such as the Workforce Investment Board, the Chambers of Commerce, and David Tibbetts. The group will also be looking into additional modules for NECCLink including the Language Translation Tool. We will also have to figure out who should be the additional administrative users moving forward.

Workshops: It was suggested that we begin looking into adding workshops on Excel and email etiquette to the list. We are also going to be meeting with the core workshop team to standardize the evaluation and reporting.

Internships: Ashley and Megan are working on a trifold brochure with MARCOM to leave behind for employers when NECC is offsite. This brochure will be designed to inform them about NECCLink and internships. It was also suggested that we reach out to some of the local banks regarding internships such as Pentucket, TD, Institution for Savings, and Provident.

Quick Guides: Thank you VERY much, team, for the quick turnaround of the quick guides. Ashley and Dawna will review, re-format, and update the guides before putting them on NECCLink as resources for our students.

Community Engagement: Paula updated the team on Service Learning and the Faculty Fellows. The subcommittee wants to bring people together across campus under Civic Engagement. She wants to have a separate database with volunteerism, service learning, and civic engagement activities. There was discussion about trying to form their own Strategic Plan in the next iteration.

New Business

The team needs to build momentum around a center to be developed and who will be involved. We want our approach to be inclusive and holistic. Our next year will involve creating a business plan for what this will look like.

Our next meeting is January 17 from 9:00 – 10:30 in L144