



Strategic Goal #4: Improve Student Career Preparation

January 18, 2013 L 144

Attending: Co-leader Dawna Perez, members Ashley Bragger, Christine DeRosa, Euthemia Gilman, Sue Grolnic, Nita Lamborghini, Deborah Regan, John Sabbagh and guests George Moriarty and Mike Markham.

We began with Dawna updating the team about the meeting she and Sue had with Bill, Lane, Ellen, and Mary Ellen about how Sue and Goal Team 4 will work together going forward. She went on to discuss the concerns and challenges that were raised about our team's proposed suggestions for a Professional Readiness Grade and a Career Success Seminar. In the meeting, the Steering Committee leaders gave the go-ahead for the website revamp, but had concerns with the other two proposals because of all the challenges involved. Understanding that the website alone does not address career preparation comprehensively, but simply provides resources for the students, a dialogue ensued about quicker ways to get career prep elements (like the ones we'd put in the Career Success Seminar) to the students without creating a course for them.

Lane proposed an idea and direction that he would like the team to explore. He suggested looking at the core academic competencies and building professional readiness into the core competencies of the college. He said that this added competency will not have to go through academic affairs, but faculty will have to find ways to infuse it into their curriculum. We already have solid programs at NECC, now we must make sure that professionalism gets embedded, much like it does in some of our highly structured programs and those that are criteria-based. Our team can look for direction for this through programs such as Education and Health with guidance from the PARCC initiative, as they already have college and career readiness in their core competencies.

We then went on to discuss the National Career Readiness Certificate. Ashley updated the group about what she had found out from the sales team at WorkKeys. George Moriarty expressed concern about the certificate. He does not think employers recognize it or place value on it. He is less concerned about giving the students a certificate, than understanding the components of the certificate and making sure students receive them. We need to make sure students can write a resume, perform labor market research, have experiential learning, and take skills and interest inventories. He mentioned a good program called TORQ which is software that measures your skill and interests and aligns with jobs that are available.

It was suggested that every student have a career portfolio and someone in the college must sign off certifying they have completed each step. Sue thinks that it will be easy to get buy-in from faculty on this because both faculty and staff collectively want students to understand proper behavior in group settings. However, the group will need the approval and commitment from academic deans for some expectations. Although in the past the business department has made it a requirement to attend career workshops, it is not enough. We need to push that back into the classroom. When looking at other four-year institutions, many of them have on their website career exploration benchmarks. This could be a big part of the portfolio. It was suggested that we use the portfolio to hold students accountable. For example, they can not apply for an internship until they have completed their portfolio.

Ashley updated the team about her meeting with Marketing and Communications. They want to work collaboratively with us moving forward with the website revamp. They suggest rolling this out in two phases. First, we need to update the things that are already on the website and in need of immediate attention. Next, we can add resources and enhance the page. Job postings are a little trickier but the team suggested we could link to Mass JobQuest or Mass DET at least for job searches. Other colleges have their job postings monitored by outside services such as the College Central Network.

KEY POINTS

- Mary Ellen would like to see the skills that are covered by the NCRC and the cost structure

- Our goal team will begin to break out into sub-groups: one for the website project and the other for professionalism core competency
- Career Portfolio is a new area of interest to explore and propose to the Steering Committee

SUGGESTIONS FOR FURTHER THOUGHT/DISCUSSION

- Career Portfolio
 - The components of the portfolio
 - Which programs will be piloted
 - Business
 - CIS
 - Criminal Justice
 - Need to discuss with Deans and Department Heads to get commitment
 - Who will provide sign off on student's portfolios
 - What level of accountability should the portfolios have – requirement for internships, etc.

NEXT STEPS

- **Dawna** will send invites to the team for next semester's meetings
- **Dawna and Ashley** will contact Ellen Grondine about how she wishes to publicize the results of the advisory board interviews. They will work on putting the summary page in an easier format as was suggested in the meeting.
- **Team** will email Dawna about which sub-committee they wish to be involved in so we can begin our proposals and work – either the website or the core competencies
- **Dawna** will divide members into groups based on their interests and contact the groups to begin to set up their meeting schedules
- **Ashley** will provide Mary Ellen with requested summary information about the NCRC's skills tested and cost structure
- **Dawna and Ashley** will contact Nora S. about admin rights for the website and get her approval to begin updating the site
- **Ashley** will have Beth Donovan post the minutes to Strategic Plan webpage
<http://facstaff.necc.mass.edu/vision-and-planning-initiatives/strategic-planning/strategic-goals-2012-2015/goal-4-improve-student-career-preparation/>

Our next meeting is to be determined