



Strategic Goal # 4: Improve Student Career Preparation
December 19, 2014 Minutes



Attending: Chair; D. Perez, Chair. C. Phair, D. LaValley, A. (Bragger) Moore, D. Godin, , A. McPherson- Mesa, P Morrow, L. Mayo, D. Regan

I. NECCLink Update (Ashley)

Ashley spoke to Simplicity and to a lady who had solutions to tracking logins. Ashley is working with Joan Scionti, Sue Shain and Michael Kolotila to get reports. She is hoping that each semester to put all students in NECCLink and keep track of logins. Students will get an automatic receive a “Welcome to NECCLink. When the student graduates, they can change their login.

Each semester a list of currently enrolled students will be imported into NECCLink (excluding high school and dual enrollment). A message will be sent at the beginning of the semester welcoming students to the system. At the end of the semester we will import the grad file and flag the students who will be graduating. We can then notify them of the change to alumni status and update them to their home email account. Hopefully this will take care of the data more accurately. If alumni choose to register, they can choose to self-register. We will request the reports so that students have a grace period of remaining “enrolled” in the event that they do not take courses for one or two semesters. After that year, they will be purged from the system. If they reenroll, account will be archived and it can be reactivated. (Ashley will double check on that.)

Deb L. suggested that we see if we can add this information to the academic divisions’ information email/brochures? Add information to the “monitors”/TV screens through the campus. Put some posters around mailbox areas along with sending Deans and Assistant Deans the information so it comes from them and will not get lost in a general announcement. We should attend or provide information to be shared at the end of August DCE orientation. This is held by divisions’ right after the professional development dinner. In regards to workshop collaboration, can we link the workshops to the faculty resource page?

Discussion on Student Orientation—Build on orientation session in ways to engage students longer—full day with food? Infuse activities at other junctures of a more intentional “first year experience”? Have students in computer labs to train on NECCLink? Jody Carson gave an assignment to look up salaries, etc. and students utilize NECCLink to obtain the information.

Dawna asked Andrea if we can link directly to the faculty resource Page to the workshop page. Add a couple of sentences on content page under faculty

resources and how faculty might use the services we provide and the student benefit?

II. Progress in Liberal Arts Career Prep Conversation – Dave

David spoke with Professors Russell and Slaner in Global Studies referring him to more professors and to speak to student senators on their thoughts for liberal arts career prep. What can be done for liberal arts students in career preparation? The focus on what you think their needs are and what will be helpful.

- Learning how to demonstrate their transferable skills. To see connections in prior jobs and learning in the classroom and a future job they are interested in or interviewing for should be done in some fashion. Professor Russell is willing to have more discussions on thoughts of transferable skill and to build into the resume writing workshops. Workshop before the resume and interview.
- Prof. Russell felt helping to stay confident that it is ok to be a liberal arts major. He talked about a panel. Prof. Slaner stated alumni panel importance to know what you can do with a degree and where it can lead to. A Panel of alumni who have majored in liberal arts can state realistic options for them for the future, and where jobs are when they complete an associate degree.
- Academic vs career: put students in touch with specific information. Students really need mentorship, not just alum but within NECC. Guided pathways is a focus in community colleges especially with students whose major is liberal arts. Counsel and advise when they come in now so you can get them in and out. Student can't pick and choose their path.
- More in terms of career advice and then they can choose, because general studies is going away....to liberal arts. More success with faculty advising if they got to take the first 18 students in their first class and say these are the students I am advising. More successful for students and less impact on advising center.
 - Pat Morrow – Middlesex sends out one email a day with announcements in that email. Pat has recommended this to Bill. Daily Announcements – who governs it? Best to differentiate the groups as well.

Do we want to do the career panel? Lindsey said we can take a look at that. Dave will speak to Trish Schade, Steve Mathis and Richard Padova. Career panel has been mentioned a few times by the professors. For the panelist it should be alum that got jobs right out of an Associate's Degree and then those that transferred and from their Bachelor of Arts, etc. Students want real world experience.

III. Workshop collaboration

- a. Marketing: Dawna mentioned at the AMP Committee meeting, an adjunct was not aware of the workshops. She asked if there is a way to do a short 3 minute video promo or tutorial on website, so we can send links to adjuncts and new faculty/staff.

- b. Data Collection – Folks sent Ashley the final list of what we should be gathering from workshops at the end of November and will collaborate with Mike Penta about how to capture it in a database compatible with individuals depts. to minimize duplication of work.

**IV. Graduation Week Networking Event:
Set timeline/tasks:**

- a. Graduation Week Networking Event is May. 14, 2015 – (time to be determined)
- b. Lindsey will be an offline member of the goal team. We can still assign her things.
- c. Ideal time to start is 5:30 or 6:00.
- d. Get the save the date out soon after the spring semester starts
- e. Should we get a motivational speaker on networking? A suggestion was a woman from Bank Enterprise who was super engaging, very real as she talks about her own career path.
- f. We are exploring the possibility of combining this event with our Advisory Board Summit. Will this make sense?
- g. It was noted that Ashley and David have been extremely busy as 18 students from Business and 15 students from CIS have come to participate in the internship program.

Dawna stated for the spring meeting dates that we will meet for the first hour and then the last 30 minutes the subcommittee for the Networking Event will meet for organization purposes.

Adjourned 1:40 p.m.