

Strategic Goal #4: Improve Student Career Preparation

February 22, 2013 L 144

Attending: Co-leader Dawna Perez and Chuck Phair, members Ashley Bragger, Christine DeRosa, Sue Grolnic, Nita Lamborghini, Deborah Regan, John Sabbagh, Josefina Taveras, Irene Chalek, and Megan Shea.

We began by discussing the professional readiness grade as well as the new idea of a virtual hub/center where all career preparation activities that are occurring in the college will be connected. We also discussed briefly the assessment of our career workshops, along with the different areas in the college where these types of workshops are occurring. The idea of a work-based learning plan was mentioned. It was also suggested that we maintain an updated and dynamic database of students who are attending career services and workshops. Currently, we know that career-focused workshops are being done by Mike Markham, the Student Success Center, Learning Accommodations, Student Leadership, and other various clubs and organizations within the college. However, it was also suggested that we tap into businesses for their expertise with workshops. UPS and TJX currently hold career readiness workshops, but many other local businesses would be able to do career panels or networking with the students. Alumni are also an untapped resource for our group.

The team also discussed the need to figure out a way to better reach students for workshop opportunities and career services. We brainstormed ideas like using social media such as Facebook and Twitter to advertise events or using sites like YouTube for tutorials.

In terms of the proposed career portfolio we need to determine the credit vs. non-credit components. Perhaps we can utilize DegreeWorks to house all of the requirements. The advisors could then advise the students on their recommendations about additional credentials and opportunities that will help to increase their employability.

Lastly, we discussed the updates to the Career Services Website that are happening via the website sub-committee. Currently, the team is working collaboratively with Marketing, CPAC, and the Steering Committee to revamp the site and to make it more user-friendly. The committee meets bi-weekly on Wednesday afternoons. For more information, please see the minutes from these meetings posted to the Strategic Plan website, under Goal Team 4.

KEY POINTS

- The Goal Team is still in need of members to form a sub-committee for the Career Portfolio
- We need to begin to define the Career virtual center and the position involved in managing that center

SUGGESTIONS FOR FURTHER THOUGHT/DISCUSSION

- What are the necessary components of a Career Portfolio and how will the portfolio fit in with the student's academics?
- What should be the functions of the virtual career center?
- Are we still pursuing a professional readiness grade?
- Encourage members of the college to join the team or to reach out to Dawna or Chuck with suggestions!

NEXT STEPS

- **Team** will email Dawna about joining a sub-committee for the career portfolio
- **Dawna, Chuck, and Ashley** will begin to brainstorm the functionalities of the virtual career center
- **Website sub-committee** will approve a landing page for Career Services and begin to build out the site's resources

- **Ashley** will connect with Lindsey Mayo in Alumni Relations to begin discussions about how to incorporate Alumni Relations into our team's work
- **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 Friday, March 22nd from 9 -10:30 in SC203