

Strategic Goal #4: Improve Student Career Preparation

April 26, 2013 SC203

Attending: Co-leader Chuck Phair, members Ashley Bragger, Nita Lamborghini, Christine DeRosa, Deborah Regan, John Sabbagh, Josefina Taveras, Andrea McPherson-Mesa, and Silvia Serrano.

We began by updating the team on the work of the website development sub-committee. Ashley discussed the progress of the work and the expected time line of March 2014 for the site completion. We also talked about the comprehensive, web-hosted service providers that we have been researching, which will allow the college to have job postings, a resume builder, and other tools to assist our students in finding a job. The team has narrowed down to two service providers: NACELink/Symplicity and College Central Network. Many of the team members were able to sit in on the demo of College Central Network, however, only Megan and Ashley saw NACELink. Because of that, the team requested another demo to be scheduled. Ashley also made calls to various colleges in the area who utilize both products, in an effort to find out a user's perspective. That feedback information was shared with the team about the pros and cons of each. The team also suggested that Ashley contact Cape Cod Community College about their experience with College Central Network. The team then discussed plans to hold a focus group with our advisory board members to get an employer's perspective on the system.

Next, we updated the team about the career workshops. The website sub-committee has been working with Mike Markham and Nora Sheridan on revamping the workshops. Currently, the group is considering offering the workshops by design, by demand. There are also discussions about holding workshop series during the lunch or dinner hour. These series would focus on specific topics and would involve local employers as guest speakers. The workshop series would be a great way to engage our advisory board members. We also discussed the need to have a workshop on various social media outlets. We are now working on a solid plan regarding the workshops and will meet with Bill Heineman to involve faculty in bringing workshops to their classes or to require students to attend as an assignment. We also need to determine how faculty members use Strengths Quest. Very often, faculty will ask for the Strengths codes; we should understand how they use them in the classroom and how their use differs from the workshops currently being offered.

Next, we updated the team about the Coordinator position that was proposed to the Steering Committee. This position has been proposed in an effort to continue the momentum of the work that was started this year. More details to come in the upcoming months.

Lastly, we reminded the team to constantly keep PARCC on our minds as we move forward with our goals and recommendations. The team was reminded that PARCC's draft grade and subject-specific performance level descriptors (PLDS) in English language arts/literacy and mathematics were open for public comment until May 8th.

Also discussed was the desire to use work study jobs as an opportunity to help our students gain skills in career preparation. Member, Deborah Regan, had a formal proposal that she would like to submit to the team. Ashley suggested that she follow up with Dawna and Chuck via email regarding how to proceed. Additionally, we discussed the upcoming meeting being held at NECC for the Massachusetts Community College Career Counselor's Association on June 7th. The Goal Team will need to devise a list of questions for our luncheon discussion with their group. Lastly, we would like to discuss how to unite the Lawrence and Haverhill campuses, to avoid the duplication of efforts and to learn from what one another is doing.

KEY POINTS

- The Goal Team wants your help and encourages members to pick an interesting project and get involved! More to come on moving forward with the Portfolio Development.
- Encourage members of the college to join the team or to reach out to Dawna or Chuck with suggestions!

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?
- How can we work to link the Lawrence and Haverhill campuses together to collaborate on our career preparation efforts?
- What are some questions that we would like to ask the Massachusetts Community College Career Counselor's Association when they come on June 7th?

NEXT STEPS

- **Christine, Dawna, and Ashley** will schedule a meeting about the workshops with Nora and Mike
- **Dawna** to send invites to the team for upcoming meetings
- **Ashley** will contact Bill H. to coordinate a focus group with advisory board members.
- **Ashley** will reach out to Cape Code Community College about their experience with College Central Network
- **Deborah** will get in touch with Dawna and Chuck about her Work Study proposal
- **Goal Team** will need to develop questions for the upcoming Massachusetts Community College Career Counselor's Association meeting being held at NECC on June 7th.
- **Ashley** will set up a demo for the team to see NACELink/Symlicity
- **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 Friday, May 24th 9:00-10:30AM Room SC203