



**Strategic Goal # 4: Improve Student Career Preparation**  
**March 25, 2015 Minutes**



**Attending:** Chair; D. Perez, M. Penta, M. Markham, D. LaValley, S. Muller

**1. FY16 Budget Information:**

Goal team budget. It is late, but departments had to submit their budgets in February and goal teams were only asked recently at the last Strategic Planning Steering Committee. For this goal team, there are not a lot of huge expenses as the licenses are not very expensive.



SP Goal Teams  
Budget Template\_SC

- Renewal of NECCLink in Ashley's budget.
- Ashley has submitted for a part time assistant for internship and all things connected to that.
- A Merrimack Fellow is also in Ashley's budget to be dedicated to the work of the goal team in order for more of a presence with career prep on both campuses.
- Looking at Career Prep as more of a comprehensive Center of Personal and Professional Center instead of having various centers. A way to look at all the supports we have for students.
- Only new item on the budget request is the new networking night and we will need to debrief after the event to look at actual costs.
- Candid Careers: we are still awaiting approval of transfer of funds.
  - Asked Mike Penta to bring Candid Careers to the IT Committee for an information and awareness piece.

**2. FY 16 Goals and Plan: Input on how to integrate Goal 4 with college's work on holistic student success**

- Keep a voice of career preparation all the way through the students' pathway.
- Create the vision at the college level and employ advocates to help plant the seed in more people's mind to show the success. Show how to connect those dots.
- Goal teams have not been asked to submit a plan/goals. We can measure with milestones and show that. We achieved our initial goals and now we can decide what we want to add.
  - Connecting with adjuncts with the strategy of career and student success.
    - Suggestion was to look at a Friday night or webinar with a stipend.

**3. Graduation Week Networking Event: (May 14, 2015 – 5:30-7:00 p.m.)**

- a. Distribution of postcards/outreach to Professionals
  - Suggestion to scan the postcard and send electronically to advisory boards from the chair of that board to members and accounts on NECC Link that host internships.
- b. Student Outreach: student flyer with student information should be posted by the flyer, “Are you Ready to Graduate?” Lindsey will get that down. The Student “Eventbrite” invitation is already on the “Commencement” page of NECC.
- c. Workshops: Posted on NECCLink
- d. Event set-up: schedule a custodian for set up and clean up, high top tables ordered along with some round tables with 6 chairs to a table.
- e. Eval and Debrief: handout a short evaluation for the event to students to get their “take-a-way gift”. Committee needs to debrief shortly after event to see what worked well and what we should add for next year’s networking event.

Meeting adjourned @ 1:40 p.m.