



Strategic Planning Steering Committee
Meeting Minutes
May 17, 2013



Team Members

Present- Mary Ellen Ashley, Ellen Grondine, Dawna Perez, Bill Heineman, Terry Cargan, Chuck Phair, Dawna Perez, Tom Fallon, Magdalena Suarez-Shannon, Judith Kamber, Duane Quinion

Absent- Lane Glenn, Rachel Hellman, Jason Bohanan, Mary Chatigny, Janice Rogers

Goal Team Updates

Goal Team One

- Several new and updated reports in regard to Lawrence building progress, space allocation, and projected completion dates have been posted on the Goal One site. Please refer to the most updated documents as posted.
- Back-fill plans and space requests have been reviewed and developed for the Dimitry Building and will be posted accordingly.
- Full reports detailing new science labs, construction dates, and related disruptions this summer can be found in the detailed reports.

Goal Team Two

- The Culture and Equity Team is pursuing its three strategies, improving recruitment of diverse faculty and staff, delivering multicultural professional development and researching student support best practices. A self-assessment is under consideration. Reference and referral to the NERCHE site has been helpful in the design.
- The First Year Experience Team continues full steam ahead with both the College Success Seminar and Early Alert work. Collaboration has continued and is ongoing. A graduate course in partnership with Endicott College will be offered this summer to interested faculty, guidance counselors, and staff via a partnership and grant with NECC, NERRC, PARCC and Endicott College.
- There are six research mini-grants under the Wal-Mart Grant are up and running. The team plans to present results at a college wide meeting September 2013.
- There will be a focus to scale up the College Success Seminar courses (CSS), but not the SI courses at this time. Further research in regard to student success and SI is under review.

Goal Team Three

- Report pending after next scheduled meeting in June.

Goal Team Four

- Ongoing exploration of techniques and tools for building career exploration and readiness skills.
- NACELink and Simplicity demonstration was provided to team members in May. This system offers job postings, resume building, on-campus recruitment organization, and online appointment

scheduling, and mock interviewing practice. The baseline system costs \$2,000 annually with a one-time implementation fee of \$1500-\$2000. There are also additional modules that have additional costs. For example, the resume builder would be an additional \$500 annually. These items have not been included in the FY2014 budget request

Goal Team Five

- Sub-committee's met throughout the month of May. Three primary areas were investigated; organizational structure, electronic access/catalog, and process for applying for and disseminating professional development opportunities and funds. Sub-committee reports can be found on the Goal Team Five site- details and ongoing progress has been documented. The sub-committees have set meeting dates for June and will continue to explore and develop recommendations and research in regard to the NECC culture of learning.
- Sub-committee charged with developing a process for application and evaluation of professional development activity recommend that a process management group be formed to comprehensively explore the cause and effect of various processes and as a means of developing an inclusive and transparent policy that will support the management and dissemination of funds/opportunity.

Next Steps

Goal Team Leaders: Goal Team Progress Reports are due on June 24th. The template for reporting has been posted under the Strategic Steering Committee heading.

Ellen Grondine met with David Gingerella on May 21st to review the budgetary needs of the goal teams as outlined in Goal Team Leader requests. Follow-up and final consideration is forth coming.