



Strategic Planning Committee
Meeting Minutes
Friday, November 16, 2012



Team Members:

Present - Mary Ellen Ashley, Chuck Phair, Magdalena Suarez-Shannon, Ellen Grondine, Rachel Hellmann, Mary Chatigny, Terry Cargan, Dawna Perez, Beth Donovan & Ashley Bragger

Absent - Lane Glenn, Bill Heineman, Tom Fallon, Janice Rogers, Jason Bohanan & Judith Kamber

Steering Committee Updates:

The Steering Committee met on Friday, November 16th 2012. Goal leaders provided updates and team progress to date (please see below).

Ellen reminded the goal team leaders that Fall progress reports are due on November 30th 2012.

Goal Team Updates:

Goal Team 1- Met on Oct 19th - A new plow truck/sander and new snow blowers have been purchased for the Lawrence Campus. Two new guard shacks are being added to the Franklin St lot. One will be where the existing guard shack is located and the other is going to be planned for the back entrance near Common St. Mass Works grant was not funded. A December 5th meeting with the city has been scheduled to discuss our grant and to find out what we can do to increase our chances for approval the next time we apply. Tutoring space planning is still in the works. MEA working with tutoring planning subcommittee to answer questions and to help them more efficiently plan the future Lawrence tutoring space. Science lab grant required matching donor money and we have the donor funds. If the grant is approved the work will need to be done this summer. We should know by January if we are going to receive the grant. Dental subcommittee is having conversations with Noemi's group about gaining access to the A&P lab. No update on Rad Tech planning at this time. The seminar room will be looked at to see if new furniture will fit in the existing space better. All prices on library renovations are in. We are waiting to hear from Dick to confirm that the slab can hold the estimated weight. A formal proposal is in the hands of Jean Poth. Cost is roughly 527,000. We are seeking 270,000 from a donor. Next step is to wait to hear from the donor. MEA reminded everyone that there are state code impacts when doing renovations in excess of \$100,000. The cabinet and the president agreed the Jean Poth and the foundation will work on getting the Registry building down. PK-12 update - Upcoming meetings with Central Catholic, Newburyport, Esperanza Academy, Notre Dame, Saint Monica's, Youth Build Charter School, Triton. November 30th there is a workshop on best practices in learning communities and shared rubrics with Amesbury High School and Haverhill High School.

<http://facstaff.necc.mass.edu/vision-and-planning-initiatives/strategic-planning/strategic-goals-2012-2015/goal-1-lawrence-campus-planning-team/goal-1-meeting-minutes/>

Next meeting scheduled for Fri, Dec 14th 12:00pm L244

Goal Team 2- Met on Oct 17th. Updates were submitted via Fall 2012 progress report which is available on team webpage.

<http://facstaff.necc.mass.edu/vision-and-planning-initiatives/strategic-planning/strategic-goals-2012-2015/goal-2-improve-student-learning-and-retention-and-graduation-rates/>

Next meeting scheduled for Thurs, Nov 29th, 2:00pm SC213

Goal Team 3 – Met on Oct 22nd. Subgroup on planning is working to evaluate the functionality of needed space in Lawrence and have met three times to date. They will have plan/recommendations to MEA by mid December. The DegreeWorks subgroup is moving ahead with increasing the reporting capability drawing on ARGOS and BANNER. Almost all students who are enrolled in a major now have academic plans. This group meets biweekly. Linda Shea has recommended a process management team for next academic year to look at creating an IT support service for students to help with accessing email, Blackboard, and software, for example.

<http://facstaff.necc.mass.edu/vision-and-planning-initiatives/strategic-planning/strategic-goals-2012-2015/goal-3-improve-academic-support-services/goal-3-reports/>

Next meeting scheduled for Mon, Dec 17th 2:00pm SC213

Goal Team 4 – Met on Oct 22nd. Ashley Bragger (Merrimack Fellow) working on the survey for advisory members. Working with Sue G on development on experiential learning website. Dawna and Chuck will have discussion with Sue about the integration with NECC site, long term strategy (ie who will manage, necessary resources, cost etc) and to make sure that it fits into the long term business plan that is supported by the goal team and strategic plan.

<http://facstaff.necc.mass.edu/vision-and-planning-initiatives/strategic-planning/strategic-goals-2012-2015/goal-4-improve-student-career-preparation/goal-4-meeting-minutes/>

Next meeting scheduled for Mon, Dec 17th 1:00pm L144

Goal Team 5 – Met on Oct 25th. We are working on defining bringing all areas together. Working with the team to define what final structure is going to look at. We are meeting on Nov 29th to work on this as a team. We are going to have a conversation about overlapping initiatives and what is going to be the best structure for the college and what would make the most sense going forward.

<http://facstaff.necc.mass.edu/vision-and-planning-initiatives/strategic-planning/strategic-goals-2012-2015/goal-5-culture-of-learning/>

Next meeting scheduled for Tues, Dec 18th 2:00pm C208

NEXT STEPS:

- *Next meeting scheduled for Fri, Dec 14th 1:30-2:30pm L244*
- *Fall progress reports due Nov 30th 2012*