



Strategic Plan Goal Three Team

Agenda and Minutes

**February 10, 2014
3:00-4:00 pm SC106**

Present: Marilyn McCarthy, Susan Martin, Sue Cunningham, Linda Giampa, Betsy Pardo, Lynne Nadeau, Gisela Nash, Melba Acevedo, Jasmin Chazulle, Janice Rogers (note taker)

1. Brief updates from sub groups

Gisela reported that 55 students had taken the Noel Levitz CSI and 250 were expected to take it this semester within the CSS101 classes. This survey may be phased out as a new Early Alert program called *Starfish* is implemented. Dawna Perez will do a presentation on *Starfish* at our May meeting. The Walmart PRESS grant funded the development of a Retention Handbook which will be available to all faculty and staff.

Lynne reported for Donna B. that the new testing center in Lawrence may be in place by the summer. Currently testing is going on in Dimitry and the iHealth buildings in Lawrence with limited walk-in times. The Haverhill testing center is now a certified *Pearson Vue* site and will pilot the new system with the MTEL exam. The *HiSet* exam has replaced the GED and will be published by ETS; separate training to administer that exam is needed. Satellite testing has been set up in SC215.

Lynne also reported on tutoring. They are using new strategies to help students identify who the tutors are in the labs by using visual clues, including name tags. There are various workshops coming up. There were 16,334 walk-in contacts and 1908 unique users in F13. An additional 400 students used additional resources including *Smarthinking*, workshops, and tutor trainings.

The *DegreeWorks* (DW) subgroup reports that the Core Academic Skills have been scribed in DW and an upgrade to DW is being reviewed. The student planner report is being verified and formatted.

2. Budget questions and requests

Subgroups submitted budgets and these were presented to the Strategic Plan Steering Committee on February 21 for inclusion in the college budget.

3. Accessible Media subgroup presentation

Susan Martin and Melba Acevedo gave an excellent presentation on the work of the Accessible Media Process Management Group. Their report can be found at this link:

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

There was a suggestion to have a member of the Student Senate join the subgroup to provide student input as the group works to develop a vision and institutionalize new protocols for use of media throughout the college. Susan and Melba emphasized that this is a permanent commitment on the college's part to making all media accessible to students and the college community as a whole.

4. Next meeting March 10, SC213 3-4pm