

NHTI ADVISORY BOARD

September 4, 2019

Capital Commons Conference Room

5 – 5:30 pm Social

5:30 – 6:30 pm Meeting

Members Present = X:

X	Gretchen Mullin-Sawicki, President		Chris Rath
X	Fiona McDonnell – VP Academic Affairs	X	Jim Snodgrass
X	Laura Pantano – VP Student Affairs		Simon Keeling
X	Rebecca Dean – AVP Student Affairs	X	Karen Welch
X	Stephanie Milender – Bus. Operations		Jim Pratt
X	Laura Scott, Director, Alumni & Development	X	Tim Sink
X	Amy Proctor – Assistant to the President		Chris Emond
X	Dave Luneau, Chair	X	Christa Keddie
X	Hal Koch	X	Jack Dearborn
	Anna-Marie Sparks		
	Ken Lurvey		Guest:
X	Bill Jones		Guest:

Proposed Agenda:

Welcome – Dave Luneau, Chair

President's Report – Dr. Gretchen Mullin-Sawicki, President

Meeting Minutes:

Dave Luneau, Chair, welcomed all members, introductions were made around the table, and he outlined the new format: a full meal will not be provided, light snacks and beverages will be provided, the meeting will start at 5:30 and end at 6:30 pm. Dave reminded all that our Advisory Board members are NHTI's community ambassadors.

Dave suggested topics or themes for each meeting with the budget remaining as a standing topic. Jack Dearborn requested actual budget reports to better inform a budget discussion. Dave suggested the Child & Family Development Center (CFDC) as a possible October topic and tour. For the November meeting, a review of current programs offered at NHTI was suggested. Business partnerships and business training was suggested by Tim Sink for the December meeting. January will involve attending the Legislative Breakfast and Winter Fling, and in February the group will focus on the Strategic Plan. March and April are currently open but agenda will likely provide ways to support NHTI over the summer. Another idea for a future meeting was suggested as having Mark Bograd, Coordinator of Running Start Program speak explain his work with local high schools.

Dave mentioned the Chancellor's Office held a meeting for all CCSNH advisory boards last year and suggested that NHTI host it this year if it is being planned again.

President Mullin-Sawicki provided updates on declining enrollment, budget shortfalls and the serious focus on retention. She also shared some information regarding the work taking place to improve the website design and shared a PowerPoint presentation to inform the members about what she has learned in her first two months at NHTI. She stressed the increased use of social media platforms such as Facebook/Instagram, YouTube, Twitter, Google My Business, Snapchat. The President provided updates on strategies being employed to boost enrollment, the promotion of Dr. Rebecca Dean to Associate Vice President of Enrollment and Student Success, the new shared governance implementation and the new five-year strategic plan for 2020-2025. The President also provided a list of short-term goals to address the budget deficit of 1.6 million dollars due to a nearly 11% decrease in enrollment. Of mention were, new outreach strategies, including scholarships, targeting the part-time working adult population, enhancing accelerated online and evening programs and creating a new plan for Running Start.

The President made a "call to action" of the board members: Help NHTI market our programs & college: follow us on social media and encourage others to do the same, participate in our #Endccstigma YouTube campaign, make referrals to our business training center, share speaking engagement opportunities with us, attend our on-campus events every semester, adopt a program & meet our students, faculty & staff, bring your services onto campus to connect directly with our students.

Additional ways to keep the Advisory Board engaged and informed are by attending events on campus, having Amy Proctor continue to forward the Student Links Newsletter, the Academic Advising Newsletter, Alumni & Development updates, and communications from the Chancellor's Office. Dave Luneau stated he would ask Shannon Reid for a list of all current challenges and opportunities State-wide as points for advocacy.

Having no further business, the meeting adjourned at 6:35 pm.

Respectfully submitted by,

Amy Proctor, Assistant to the President