

INSTITUTE ADVISORY BOARD MEETING MINUTES

NHTI, Concord's Community College
31 College Drive
Concord, NH 03301

Meeting Date: January 7, 2015

Location: NHTI, Grappone Hall, Trulson Family Conference Room

I. Meeting Purpose: Regular scheduled meeting

II. Present:

Hal Koch, Chair	Susan B. Dunton, President
Heather Brown	Alan Blake, Director of Communications
Jack Dearborn	Steve Caccia, VP Student Affairs
Chris Emond	Melanie Kirby, Chief Financial Officer
Joe Fitzgerald	Pam Langley, VP Academic Affairs
Bill Jones	Lee Ann Lewis, Director of Institutional & Alumni Dev.
Simon Keeling	Chuck Lloyd, Associate VP Student Affairs
Dave Luneau	
Ken Lurvey	Guests: Ross Gittell, Chancellor
Jim Snodgrass	Shannon Reid, Director of Communications, CCSNH

Regrets:

Diane Allen, Jim Pratt

III. Agenda

A. Old Business:

- Welcome
- Minutes for November 5, 2014

B. New Business

- CCSNH 65 / 25 Initiative
- Legislative Breakfast, Friday January 9, 2015
- Board Member Resignation – Michael Tutko; brainstorm new potential member(s)
- Next meeting: Wednesday, February 4, 2015
- OTHER

A. Old Business:

1. Welcome

Decisions/Conclusions: Hal Koch welcomed everyone.

2. Approval of Minutes of the September 3, 2014 Meeting

Decisions/Conclusions: The minutes of the November 5th, 2014 meeting were approved.

B. New Business:

1. CCSNH 65 / 25 Initiative

Presentation and Discussion: Chancellor Ross Gittell presented the 65 by 25 initiative, a major focus of the Board of Trustees for the Community College System of New Hampshire, and its seven College Presidents. According to a study conducted by the Georgetown University Center

on Education and the Workforce, 65% of jobs in NH by 2025 will require postsecondary education. To meet the goal of 65% of adults with education beyond high school, CCSNH must improve completion rates from 29% in 2013 to 37% in 2025; grow enrollment from 27,373 in 2013 to 37,000 in 2025 and double the amount of certificates awarded (from 2,256 in 2013 to 4,520 in 2025).

Shannon Reid presented the data and talking points for CCSNH's operating budget request for the FY 2016 – FY 2017 biennium request. The central message of the CCSNH budget request is that increasing the percentage of the NH population with a post-secondary degree or credential is essential to NH's economy and is at the core of CCSNH's mission.

Chancellor Gittell and Reid fielded numerous questions about how this initiative could be implemented at NHTI, and what resources are available to support the initiative.

2. Legislative Breakfast – Friday January 9, 2015

Susan Dunton reviewed the agenda for the annual Legislative breakfast with the Merrimack County delegation, which will focus primarily on STEM initiatives at NHTI. Chancellor Gittell will also present the 65 / 25 initiative to the Legislators.

3. Board Member Resignation

Michael (Mike) Tutko, '92 has resigned from the NHTI Advisory Board. Hal Koch and Susan Dunton asked those present to suggest potential candidates in the next couple of weeks. Joe Fitzgerald asked if there is a particular need to be filled or if we need a person from a specific work area. It was noted that it would be good and potentially influential to have some from the Business and Industry Association on the Board. It was noted that the Board does not currently have representation from the Criminal Justice area. Board members were asked to suggest potential candidates to Susan or to Alan via email.

4. Next Meeting: Wednesday, February 4, 2015

5. OTHER

- a. **Winter Fling 2015** – Lee Ann Lewis updated the Board about the 5th annual fundraising event for NHTI to be held on Saturday January 24th, 2015. It sold out in 9 days this year, prompting the Board to question whether the planning committee should raise ticket prices again next year. Sponsorships for WF 2015 total \$31,350 from 29 companies. The Concord Stars have been practicing since October and are ready to perform. The goal is to net \$50,000 this year.
- b. **Spring 2015 Enrollment** – Steve Caccia noted that we are up by 150 in student headcount over this same time period last year. Credits sold are up 300 over this time last year.

IV. Adjourn:

The meeting adjourned at 7:20 pm.

/lal