

INSTITUTE ADVISORY BOARD MEETING MINUTES

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

Meeting Date: Wednesday, December 6, 2017

Location: NHTI, Grappone Hall, Trulson Conference Room

I. **Meeting Purpose:** Regular scheduled meeting

II. **Present:**

Dave Luneau, Chair	Susan B. Dunton, President
Ken Lurvey	Alan Blake, Director of Communications
Christa Keddie	Dennis Normandin, Assistant VP Academic Affairs
Bill Jones	Melanie Kirby, Chief Financial Officer
Jim Pratt	Lee Ann Lewis, Director of Alumni Development
Tim Sink	Fiona McDonnell, VP Academic Affairs
Karen Welch	Alex Herzog, Interim Assistant VP Enrollment
Anna-Marie Sparks	
Chris Emond	

Regrets:

Jim Snodgrass, Simon Keeling, Chris Rath, Hal Koch

III. **Agenda**

A. **Old Business:**

- Review of Minutes of November 1, 2017

B. **New Business**

- Planning for Legislative Breakfast – Susan Dunton/Dave Luneau
(January 5, 2018 7:30 – 9 am Grappone Hall Room 301)
- Impact of name change legislation

C. **Other**

- Next Meeting: February 7, 2018

A. **Old Business:**

1. **Approval of Minutes**

The minutes of the November 1, 2017 meeting were approved as written.

B. **New Business**

1. **Legislative Breakfast** – Susan Dunton/Dave Luneau

Guided Pathways, a nation-wide initiative to increase student success and achievement, will be presented by Rebecca Dean, Director of the Academic Center for Excellence, at the legislative breakfast in January. Rebecca will explain the streamlined onboarding of our students from initial inquiry to registering for courses. Susan provided a brief overview of Guided Pathways for the committee members explaining the mapping of pathways to student end goals, helping students choose and enter a program pathway, keeping the students on a path and ensuring that students are learning. Further, it is a visible way to help students make intentional choices and take core courses that cover a large area so that they have exploratory options.

The Governor is looking for accountability and retention percentages. NHTI needs to show this initiative is to increase those rates. In addition, the flexibility that NHTI programs offer should be highlighted and how offerings change as business needs change.

Other initiatives to highlight at the breakfast include NHTI's Early Alert System, which works to identify students who may need extra support; Early College offers high school students the chance to earn college credits while still enrolled in high school; the Apprenticeship Program that allows students to earn while they learn; and student success stories.

Having industry partners speak on the importance of NHTI graduates in the workforce would be helpful. Possibilities include Derek Barka of SilverTech and Jason Alexander of BANKW Staffing.

Alan Blake provided a fact sheet to be shared with the legislators at the breakfast and will aid in all conversations by providing talking points, along with facts and figures. Alan also explained that most students are part-time because they are also working.

2. Name Change Legislation

The origin of the proposed name change legislation, as explained by Dave Luneau, is an idea that was put forth by Senator John Reagan to remove "Community" from the college's name. Susan Dunton stated the change is more of an issue with regard to NHTI's image as serving the local communities. It's mission, aims, purposes and success indicators are unclear.

IV. Other

Lee Ann Lewis provided a quick update on Winter Fling 2018 stating that tickets are currently still available but anticipates will quickly sell out as in past years. She also explained that it is the biggest fundraiser of the year for the President's Fund for Excellence and took the opportunity to ask all present for a donation to the fund.

Next Meeting: Wednesday, February 7, 2018

Adjourn: The meeting adjourned at 9 am.

/ap