



## **Academic & Student Affairs and Workforce Development Committee**

CCSNH BOARD OF TRUSTEES

Meeting of March 29, 2018

**Attending:** Trustee Steve Rothenberg, President Susan Huard (teleconference), Trustee Sharon Harris, Trustee Rebecca Clerkin, Trustee Cheryl Kahn, Trustee Hannah Croce, GBCC Advisory Board Member Nancy Pierce, Associate Vice Chancellor Finance & Strategic Planning Charles Ansell, Chancellor Ross Gittell, Director of DOE and College Access Programs Beth Doiron

**Regrets:** Advisory Board Member Anthony Poore, Commissioner Frank Edelblut, Commissioner Taylor Caswell

**Others Attending:** MCC Vice President of Academic Affairs Brian W. Bicknell, NHTI President Susan Dunton, NCC Vice President of Academic Affairs Robyn Griswold, LRCC Vice President of Academic Affairs Alan PUNCHES

Committee Vice-Chair Rothenberg called the meeting to order at 9:03 a.m. at 217 Grappone, NHTI in Concord, NH.

### Update on Events

Mr. Ansell provided an update on academic events and activity that occurred since the last committee meeting in November 2017, including the Re-Engaging Adult Learners Summit with Complete College America and the Humanities Collaborative event that Chancellor Gittell participated in with Bro Adams, former Chairman of the National Endowment for the Humanities. Upcoming events include the Summer GPS Academy and Summer NH Humanities Collaborative event.

### Nashua CC Associate's Degree Proposal

Ms. Griswold presented Nashua Community College's proposed Associate's Degree in Humanities, which was designed to tie in to the guided pathways to success initiative. The proposed degree would also count as general education requirements, allowing students to explore liberal arts classes while gaining credits that could be used to transfer to a four-year degree. Nashua CC is currently working with UNH on establishing articulations and pathways for this purpose. Committee members expressed concern for the potential high cost for students, and Ms. Griswold responded that the college has also identified this issue and is working on a resolution.

**VOTE:** The Committee, on motion of Ms. Clerkin and seconded by Ms. Kahn, voted unanimously to recommend the A.A. in Humanities to the Board for approval.

### New Program Approval Process

Mr. Ansell presented the challenges of the current academic change processes, which are overly complex, disparate, inflexible, and unnecessarily prescribing of process steps and forms. The revised proposal would add clarity on concentration and name change processes and eliminate their need for President or SLT approval. The proposal also introduces online forms that do not specify policy. Mr. Ansell reviewed the proposed academic program change proposals policy that explains that most decisions regarding curriculum will be finalized at the college level, with the exception of the introduction of new or elimination of existing degrees and certificates that will require board approval. Chancellor Gittell expressed the need to add accountability steps for each program change, and Ms. Pierce requested that the new processes require the submission of evidence that the VPAA's and curriculum committees have thoroughly vetted the program proposals before they are presented to the ASAWD Committee. The Committee agreed that there is a need for financial sustainability aspects and impact on resources to be included in the program change forms.

The VPAA's will further discuss program elimination and suspension at their summer retreat.

### Enrollment Management

Mr. Ansell reviewed the KPIs for student success as tracked against different cycles, as well as the success measures that support 65 by 25, the CCSNH mission, and alignment with reporting agencies.

Mr. Ansell reviewed the current CCSNH enrollment management process with the Committee and proposed a focus on recruiting adult learners, due to the significant decrease in high school graduating class sizes in the state. The Committee discussed the challenges of recruiting adult learners and different strategies that could help reach more non-traditional students. The ASAWD Committee will lead this initiative for CCSNH and provide a report on progress at the next ASAWD Committee meeting in May. President Dunton will look into holding a system-wide summit on this subject, Mr. Bicknell and Ms. Clerkin will research scheduling strategies, and Ms. Griswold and Mr. Panches will report on PLA.

### Meeting Minutes

**VOTE:** The Committee, on motion of Ms. Clerkin and seconded by Ms. Kahn, unanimously approved the minutes of the May 23, 2017 meeting. Ms. Kahn abstained.

No further business was stated. The meeting adjourned at 11:02 am.

Respectfully Submitted,

Meghan Eckner  
Executive Assistant to the Chancellor and Board of Trustees