



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

CCSNH BOARD OF TRUSTEES

Meeting of May 10, 2018

**Attending:** Trustee Steve Rothenberg, Trustee Rebecca Clerkin, Trustee Sharon Harris, GBCC Advisory Board Member Nancy Pierce, Trustee Cheryl Kahn, Associate Vice Chancellor Finance & Strategic Planning Charles Ansell, Christine Brennan, Director of DOE and College Access Programs Beth Doiron

**Regrets:** President Susan Huard, Trustee Hannah Croce, Chancellor Ross Gittell, Advisory Board Member Anthony Poore, 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, Peter LaMonica (MCC)

Committee Chair Rothenberg called the meeting to order at 9:10 a.m. at 217 Grappone, NHTI in Concord, NH.

### Meeting Minutes

**VOTE:** The Committee, on motion of Ms. Clerkin and seconded by Ms. Harris, unanimously approved the minutes of the March 29, 2018 meeting.

### MCC A.S. Cloud Services

Mr. Bicknell and Mr. LaMonica presented Manchester Community College's proposed Associate's Degree in Cloud Services, a new CCSNH program developed in response to both student and industry demand. In response to the committee's request for more information on the projected budgetary impact of the new program, Mr. Bicknell responded that this program does not require a major investment and the related expenses are minimal.

While the committee has concerns about the VPAA vetting process for the proposal, committee members expressed support for the content of the proposal in relation to the demands of the marketplace.

**VOTE:** The Committee, on motion of Ms. Pierce and seconded by Ms. Harris, voted unanimously to recommend the MCC A.S. in Cloud Services to the Board for approval.

### Academic Program Board Policy

The committee discussed the need to improve the program approval process and to clarify the components of the program that the committee is approving. The VPAAAs intend to review and improve the program approval process at the VPAA retreat this summer, where they will also further discuss program transfer, coordination with other colleges, and program elimination. The committee will continue this conversation at the next meeting in September, and Mr. Ansell will provide a detailed, revised program approval process for committee members to review in advance.

### Enrollment Management

Mr. Ansell led a discussion on planning for the ASAWD committee in the new academic year and presented the overlapping areas that the committee shares with other committees: ASAWD overlaps with the finance committee in discussions of revenue, expenses, and performance management; and with the marketing committee in discussions of student success and academic operations.

The committee discussed the nine KPIs identified to track student success: total enrollment (headcount), total awards, fall-to-fall retention, full-time/ part-time graduation rates, matriculation from local high school, success in remedial Math and English, average credit-hours earned on plan per-semester, transfer post-completion, and median earnings post-completion. Further discussion followed on measures that can be used to drive performance, and the committee requested a per-college progress report on KPIs at the next meeting.

### Other Business

Ms. Doiron provided an update on the apprenticeship program. CCSNH received a \$1.2m Department of Labor grant to develop programs with businesses and CCSNH colleges in 2016. Last month continuation funding and an extended performance period through May 2019 were granted.

No further business was stated. The meeting adjourned at 10:55 am.

Respectfully Submitted,

Meghan Eckner  
Executive Assistant to the Chancellor and Board of Trustees