ACADEMIC AND STUDENT AFFAIRS COMMITTEE MEETING  
December 10, 2014

The meeting was called to order at 9:05am at Northeast Delta Dental, Two Delta Drive, Concord, NH

Members Present: Chair Jeremy Hitchcock, Steve Rothenberg, Nancy Pierce, Ross Gittell, Susan Huard, and Kristyn Van Ostern.

Members Absent: Virginia Barry, Mikhala Eule, Steve Guyer, Adam Moy, David Paquette, Maureen O'Dea, Anthony Poore, Michael Power, Rafael Rojas

Also Present: Steve Caccia, Beth Doiron, Tom Goulette, Scott Kalicki, Pamela Langley, Lynn Szymanski

1. Approval of the Meeting Minutes of September 10, 2014

VOTE: The Committee, on a motion by Ms. Pierce, and seconded by Mr. Rothenberg, voted unanimously to approve the minutes of the September 10, 2014 meeting as presented.

2. New Program Approval

Dr. Langley was present to discuss NHTI’s new program proposal for an Associate of Science in Industrial Design Technology. Dr. Langley stated this program proposal was previously brought before the committee last January and was put on hold. Since then, NHTI has obtained funding for the Fab Lab from the TAACCCT IV grant and has obtained two additional recommendations from MIT and Helix Design Inc.

An inquiry was made regarding transferability to a bachelor's degree program. Dr. Langley stated that the closest institutions are Keene State, Massachusetts College of Art & Design, Maine College of Art, and RIT.

An inquiry was made with regard to articulation agreements and whether or not they are, or should be, a requirement. Dr. Langley explained that it is rare for a transferring institution to agree to an agreement on face value; they would want to see the end product first. However, many of the existing courses in this program have successfully transferred to many other colleges and programs.
An inquiry was made regarding the Fab Lab and whether or not it could be available for other colleges. Dr. Langley stated yes, as part of the grant, the Fab Lab is for community use/resource.

An inquiry was made regarding other programs. Ms. Szymanski stated that there are no other associate degree programs in the country. There are certificate programs, but there are no associate degree programs. She noted that this degree would also be a good second major for students.

Mr. Rothenberg stated he felt this program would be very attractive to CTE students and he will inform the CTE Directors at their next council meeting.

VOTE: The Committee, on a motion by Jeremy Hitchcock, and seconded by Mr. Rothenberg, voted unanimously to approve the Associate of Science in Industrial Design Technology program at NHTI, effective Fall 2015 and present to the full Board for approval.

3. New Program Approval Process

Mr. Goulette presented a proposed change to Board policy 640 to acknowledge the role of faculty in the development of new programs and maintenance of existing programs.

Additionally, elements were added to the process and form to address collaboration with CTE’s and system colleges. A brief discussion was held regarding competition among the campuses and potential impact a new program will have on the other colleges.

VOTE: The Committee, on a motion by Ms. Pierce, and seconded by Mr. Rothenberg, voted unanimously to add language to the Board policy and present to the full Board for consideration.

VOTE: The Committee, on a motion by Ms. Pierce, and seconded by Mr. Rothenberg, voted unanimously to approve the proposed new degree program proposal policy and form as presented.

4. Credit Transfer/Course Sharing Initiative

Ms. Van Ostern reported that multiple work groups are meeting and have expressed concerns. The Presidents will be making decisions going forward. The Presidents meet every two weeks and have asked the VPAAs and VPSAs for input for several key elements, since decisions may have unintended consequences.
5. **Chancellor’s Faculty Advisory Council**

Dr. Gittell reported he would like to establish a vehicle for faculty to advise the Chancellor on academic matters important to them. The council will be composed of two faculty members from each college, nominated by their peers for a two-year term. The council will meet once a year. Meetings will include the Chancellor and Chair of the Academic & Student Affairs Committee.

He has discussed the idea with the Presidents and will be discussing the idea with the VPAAs next week. He asked for the committee’s support.

6. **Committee By-Laws**

Mr. Hitchcock reported that the committee by-laws have been submitted to the Governance Committee for approval, but that committee has not met.

7. **USNH Articulations**

Dr. Gittell reported that work continues on the dual admission program, building on the GBCC/UNH pilot program this fall to include all CCSNH and USNH colleges.

Both CCSNH and USNH have expressed a desire to have a Humanities Symposium, similar to the STEM Symposium, to discuss program & curriculum alignment.

8. **USNH 3 + 1s**

Dr. Huard reported that the 3 + 1 Nursing BSN completion program will start in January with our seven colleges and Plymouth State and Granite State. Some work still needs to be done regarding the financial aid piece. We anticipate not only current students, but also returning alumni will be looking to earn their BSN. Students must have completed their ASN with a specified GPA and hold a valid license as a Registered Nurse in the state of New Hampshire (or are eligible for licensure in NH) to be eligible.

Dr. Huard acknowledged the work that was done on everyone’s part to accomplish this need so quickly.

The two systems are now working on an Accounting program (3 + 1). Eventually, we will look at IT/Computer Science, but that will take longer to complete due to the many areas of information technology.

9. **Early College Concept**

Dr. Kalicki disseminated a document outlining the concept for Early College, whereby high school students have the opportunity to take college courses for dual credit (high
school and college credit) at the college campus. Dr. Kalicki clarified he is seeking the committee’s approval on the concept, and not the actual document whereas details of such a program will need to be discussed among the colleges and finalized.

A motion was made by Mr. Hitchcock to endorse the concept of an Early College Program at CCSNH.

VOTE: The Committee, on a motion by Nancy Pierce, and seconded by Mr. Rothenberg, voted unanimously to endorse the concept of an Early College Program at CCSNH.

The next scheduled meeting is March 10, 2015 at 9:00am.

The meeting adjourned at 10:20 a.m.

Respectfully submitted,

Tanja Cloutier
Assistant to the Vice-Chancellor