



NECC Strategic Plan

Goal Team 1: Develop a Comprehensive Campus in Downtown Lawrence

Meeting Minutes

March 5, 2014

Attendees: Donna Bertolino, Rich Brown, Noemi Custodia-Lora, Beth Donovan, Frank Dushame, Mary Farrell, Nancy Garcia, Lane Glenn, Cheryl Goodwin, Dick Goulet, Ellen Grondine, Mike Hearn, Martha Leavitt, George Moriarty, Dawna Perez, Jean Poth, Wendy Shaffer & Lori Weir

Absent: Brad Buschur, Pat Demers, David Gingerella, Bill Heineman & Magdalena Suarez-Shannon

Lawrence Campus Backfill Subcommittee Recommendations

Dick Goulet & Martha Leavitt

- **Classroom** - Create additional classroom from L009 and L022. These rooms can be converted to regular classrooms quickly, minimal work is needed. Martha will price out furniture. Will have final costs for upgrade at next meeting. Timeline fall 2014. **Committee approved the recommendation to move forward with this project.**
- **ECE Room** - Convert L 014 to ECE room. Priority as this can be converted quickly. There are very specific needs. Dick working with Rich S. on costs. Timeline fall 2014. **Committee approved the recommendation to move forward with this project.**
- **Assessment** – Looking at old CPAC space for new assessment location instead of 420 Common St. Minimal cost anticipated to move to this space. Martha and Frank will have costs on 3/12. Ultimately 420 Common St is the best location for assessment as it will help to drive traffic to 420 Common St. building and services.
- **Tutoring** – Original plan was to expand L200 and 201 to 202 to 229. The 5 faculty still in this space will need to be moved. Looking at moving to 255 to 270. Additional request received to use L231 A & B as small tutoring space. Major costs for this project would be furniture. Working on cost estimates. David McAskill also mentioned there could be costs for computers since we have a limited number of redeploy computers available at this time.
- **Student Success Center** - Discussed using L144 & L146 off atrium. Would provide a much better visible location and easier access for students. Consider glass front. This would be a major construction issue. The office space adjacent to atrium would be used for student success staff. Dawna P has concerns that student success can't stay where they are long term. Need space soon. Not in favor of fishbowl effect. This would involve a lot of planning and a lot of money. Dawna has tech money for computers but not construction. Martha suggested we wait until we get costs back in the next couple of weeks and then discuss moving forward.
- **Dental material lab** – Plan for L011 to L024 construction in place. Materials costs \$17,000. **Committee approved pending funding**

- **IT Space** - IT needs space for three staff people. L233 is available and there are no costs associated. **Committee approved**
- **Faculty Relocation** – 5 CJ/Paralegal faculty need to be relocated to L255-270. There are faculty in this area now, some have space elsewhere which would allow for some shared space. Carpet and furniture need to be replaced. This space is large enough for 10 faculty. Costs will be available on 3/12.
- **Next subcommittee meeting** –Look at the following agenda items at the next subcommittee meeting. The demolition of atrium seating, honors program space, pace program space, student life space, Noemi- Custodia-Lora relocation. Jean Poth added that she would like space for a part time alumni person.

Goal One Budget Requests

- **YMCA** - Noemi and Mary met with the YMCA to discuss collaboration opportunities, costs have not been discussed to date.
- **Budget Template** - Ellen - The budget template is on strategic plan website. If you have a request please fill out the form and list in order of priority.
- **MassWorks Project** - Lane Glenn - Passing contract this week. Will have not to exceed funds this week.
- **Potential Housing Project** - Lane Glenn - There will be no budget request for FY15
- **PK-12** - Lori Weir - There will be no budget request for FY15
- **Lesley College** - Noemi - In discussion with Lesley College about programs we can collaborate on, such as bachelor's degree program and master's degree programs. More info to follow.

Other Updates

- **Riverwalk** - George - We are looking at use of the Riverwalk facility and a variety of functions and partners. Suffolk and Cambridge College use the facility now. Urban College of Boston recently signed short term lease. We are in the early stage regarding long term lease discussion. Overall, space being used late afternoon through evening. Not as much use during the day.
- **El Hefni Grand Opening** - Jean - March, 21 grand opening. Parking lot will be open for that day only. Program will consist of guest speakers (mayor, maybe governor), food, festivities, tours, ribbon-cutting etc.
- **Misc.** - Green Eggs and Ham Festivities - Jean - March 27th the Haverhill Campus will host a Green eggs and ham event. More info to follow. Tentative grand opening for 1st floor Common St in April or May. Marketing is beginning a new advertising/marketing campaign specific to Lawrence and will include Spanish marketing materials.