



**Operations Team Meeting Minutes  
Student Center SC106, February 2, 2016**

**Attendees:** D. Brown, Buckley, A. Gagne, D. Gingerella, C. Goodwin, E. Greenslade, R. Haskell, G. Hatem, M. Hearn, M. Leavitt, M. Lucey, D. McAskill, S. McDermot, L. Meccouri, C. Ross, S. Shain, L. Smerdon, R. Sommers, G. Young,

David Gingerella congratulated Mike Hearn and Clayton Ross for their outstanding contributions to the renovation work that has been completed on the third floor of the Bentley Library. David also noted the all the time and effort that Sharon McDermot, David McAskill, Jeff Bickford and his team spent to make this renovation successful. Also commended were the many people on campus who have participated in the ongoing swing space designs and construction.

The first of many dominoes to fall was the move of Public Safety to the Tech Center, followed by the Open Computer Lab moving to the top floor of the library, and Professional Development relocating to the Dimitry building. The next phase will involve moving the Tutoring personnel to a smaller space, hopefully in mid-March.

The new construction at Opportunity Works is underway. David encouraged George Moriarty and his team to look at the space now, as it is easier to make any small changes at this time. The classrooms will be ready on May 16<sup>th</sup>.

During the renovation, Jitters will be relocated to the bottom floor of the B Building, with a serving room and sitting room. Seats will also be made available in the hallway of the E building.

During the next two weeks, the storage buildings will be in place – two in Haverhill and one in Lawrence.

The handball courts have been excavated, along with the basketball courts. An outside Basketball court will be a topic for future discussion. A small parking lot is being built near the facilities building to offset the loss of 10 to 12 parking spaces.

A driveway for Little Sprouts is not immediately planned. Big Sprouts is not scheduled to be on campus this summer.

The emergency exit on the top floor of the student center is being bid out now and will probably be completed in May.

The solar project is not as promising as originally thought. The amount of ledge in the ground would make the parking lot renovation very costly. Also, since the college is in close proximity to Kenoza Lake, the extra salt needed to melt the snow and ice would not be allowed. One further discouragement is adversity to cutting down all the trees in the parking lot in order to make way for the solar panels installations.

Gene Hatem reported that two students informed Public Safety that a bomb threat was written on a bathroom stall in the Spurr building restroom. The Haverhill Police Dept., along with the State Police Bomb Unit, were notified. Following an initial investigation, no threat was found. The investigation is continuing.

Jeff Bickford reported on an iPASS grant which will be paying for a new Course Catalog Management system this year. This grant is funding the AgilePath consultants guiding our data governance work this year and will pay for about half of a new data analytics implementation in FY17. The data governance team meets bi-weekly with AgilePath.

Lori Smerdon discussed the new procedures for obtaining scholarships. Students can access this information and apply for scholarships online. Lori also noted that a fundraiser, featuring an Elvis impersonator, is being planned for next October.

David strongly recommended that everyone visit Quarrybrook and see what is being done there under the direction of Marcy Yeager. It is completely funded by a donation and its use can generate money for the college.

Respectfully submitted by Linda Buckley

February 3, 2016

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