



All College Assembly Meeting Minutes
TC 103AB, Haverhill Campus & LC 301, Lawrence Campus
February 10, 2020

Chair Sheila Muller called the meeting to order at 12:35 pm. The minutes of the September 30, 2019 meeting were unanimously approved.

Chair Muller noted that the ACA shared governance integrates our student body with the ACA forum. This is now an integral part of our process. Many initiatives are put forth by the students, although they are not voting members.

This participatory governance, which establishes a relationship with the president and oversees all the standing committees, is important for the existence of the ACA and for the college's accreditation.

Safety and Security on Campus

During the past few semesters, one initiative presented to us has been safety and security on campus. The Board of Trustees (BOT) has voted on a portion of that plan and will shortly vote on another part. The plan calls for an internal police force which will be armed. The officers undergo special training for de-escalation procedures. During the February BOT meeting, this will be further discussed with a final vote to occur in March.

Lawrence Bookstore

There is concern about the inequitable process of returning books on the Lawrence campus. These issues will be addressed with the assistance of the Student Affairs Committee.

ACA Charter

The Committee Chairs are in the process of reviewing the charter to meet our needs. The procedures of other colleges are being researched. By the end of the semester, a draft will be written prior to a vote to be taken by the end of next semester.

Academic Affairs Committee

Chair Patricia Willett noted that this committee meets on a bi-weekly basis and has begun reviewing course proposals and changes for 2021, while communicating often with Bill Heineman. In order to better review policies, this committee needs representatives from Business and Professional Studies and lacks alternative members for many groups. Faculty members are encouraged to participate.

Finance Committee

Chair Patricia Machado noted that perhaps the scheduled timing of the meetings accounts for the low faculty participation. Adjunct faculty are presently not paid a fee, but this may be revisited in the future.

In conjunction with Mike McCarthy and Michelle Tremblay, the following issues are being explored:

- Shuttle bus schedule – the contract with MVRTA involved union members and has limited flexibility.
- Parking situation in Lawrence – the overflow parking procedure when the Dimitry lot is full is being reviewed.
- Cost of hiring armed policemen – a thorough presentation was recently given by Deb Crafts, Director of Public Safety, and Dan Blair, the Athletic Director
- Security contract – This contract will soon end, providing the opportunity for a detailed examination and review of any future plan.

Chair Machado encouraged suggestions for the open student representative position.

IT Committee

Lori Heymans noted that this committee meets the first Thursday of each month from 2:15 to 3:45. Lori encouraged others to participate and to offer suggestions for a student representative.

Student Affairs Committee

Chair Isabelle Gagne noted that her committee works closely with Jennifer Mezquita and Bill Heineman in order to make this committee less reactive and more proactive on projects surrounding student services on campus, Navigator, career services, and learning accommodations.

Chair Gagne encourages students to join this organization.

Jennifer Mezquita, Assistant VP of Student Affairs

Jennifer noted that there will be three open forums scheduled on 2/26, 2/27, and 2/28 for faculty, staff, and students to attend on-campus interviews with the Dean of Students candidates.

Lastly, Chair Muller, noted that we are developing a logo for the All College Assembly, and provided three visuals of suggested logos. Also introduced was the new ACA email address: aca@necc.mass.edu.

With no further issues, the meeting was adjourned at 1:32pm.