

ACA GOVERNANCE MEETING MINUTES

Monday, April 26, 2021

12:30 – 1:30 p.m.

Webinar ID: 980 1902 7140, Passcode: 93215232



Chair Muller called the meeting to order at 12:32 pm and noted that the attendees responded to the poll participation question with the following results:

Results of Poll: Faculty-40%; Part-time faculty-4%; Professional Staff-25%; Non-unit Professional-24%, and AFSCME-9%.

The minutes were approved by Isabelle Gagne, following a motion presented by Tricia Machado and seconded by Lam Tien.

Standing Committee Chairs Updates:

Executive Committee

Chair Muller reported that she and Cheryl Goodwin met with the NECHE Self Study Team to discuss how the two entities, Board of Trustees and the All College Assembly Governance were organized and how they met the difficulties that arose from the pandemic. The NECHE team was concerned with how the college managed the transition to remote learning. When asked how the ACA governance leaders could help, a volunteer summer team was organized to collaborate effectively with faculty and staff. Bill Heineman, Provost and Vice President of Academic Affairs, met with the standing committee chairs to address specific questions about this process in order to improve communication within ACA and our campus partners.

ACA Elections

The ACA election process is currently taking place with requests being submitted by those interested in becoming a member. Staff and faculty are equally represented. All were encouraged to look for the link to cast your vote before elections end on April 30.

Academic Affairs Committee

Chair Pat Willett reported that the committee is working on two new Culinary Art programs, as well as program revisions. All courses and program revision are now utilizing electronic forms, while new programs and proposals will have this electronic capability in the fall. All were encouraged to submit any proposals or questions to Chair Willett.

Finance Committee

Chair Tricia Machado reported that the committee is working closely with Chief Financial and Operations Officer Michael McCarthy for updates on capital improvements on campus, review of expenses, allocations of the CARES Act Fund/Grants, the Book Store, and other initiatives surrounding a Return to Campus.

In addition, the Committee is working with Vice President Allison Dolan-Wilson in order to know more about Institutional Advancement and the NECC Foundation.

All were encouraged to join the committee, especially new faculty members.

Information Technology Committee

Chair Lori Heymans reported that the committee is working closely with Dave McAskill on the process of migration to Microsoft Teams. Training will take place during the upcoming year on this new tool which is more robust, having the ability to integrate with email and direct messaging. Chair Muller noted that she has been trained in this new format and appreciated being able to collaborate with shared files and to edit documents simultaneously while in a meeting. This skill set will be very beneficial to our students.

The amendments to the IT charter have been reviewed and will be voted upon in the fall.

Student Affairs Committee

Chair Isabelle Gagne reported that the committee is working with the Student Government Association in an effort to recognize faculty and staff that have provided excellent service to students.

Also, the committee is reviewing the best utilization of space in the Dimitry building for students to interface with one another

All were welcomed to join the committee's meetings, held on the first Monday of every month.

Student Government

Lam Tien, the President of the Student Government, gave thanks to outgoing members for their service: Allyssa Piccolo, Secretary, Erika Rivera, VP of the Lawrence campus, and Sara Rowell, Member at Large.

Elections were held April 5 to April 25 in which 146 students voted. The results will be announced on Wednesday, April 28.

Center for Equity and Social Justice

Noemi Custodia Lora and Marsha Parinussa Flynn, program coordinator, gave a presentation on this effort to end racial disparities and other socioeconomic inequities through education, social justice, and empowerment of the communities we serve. This Center will provide opportunities to better coordinate those activities and improve resources. Efforts will be made to integrate the classroom experience in order to tackle the many problems students face.

The next steps include the hiring of a Chief Officer of Justice, Equity, Diversity and Inclusion; engage consulting services to explore and expand ESL/ESOL services; form an advisory board, and conduct an equity audit of college policies and practices.

The center will work closely with Amy Cameron and Doris Buckley in providing credit and non-credit services to students to improve writing, math skills, and to create opportunities toward higher level ESL classes.

It was noted the Boston Globe recently featured an article on Paola Sierra de Valerio, a student in our health specialization area, who will be a student speaker at Commencement on May 15.

A question was raised regarding the offering of Spanish Language courses to faculty and staff in order to better connect with students. More information on this initiative will follow.

A reminder was presented that the Greater Lawrence Family Health Center is providing vaccines in the lobby of the Dimitry building – open to faculty, staff, students, friends, and family members. Additional sites are also available in Haverhill and Methuen. This is another example of NECC's successful collaboration efforts with the community.

Chair Muller thanked Noemi Custodia-Lora, Marsha Parinussa Flynn, the Standing Committee Chairs, and Interpreters for their participation.

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