

AALT Meeting Minutes

2-27-14

In attendance: Sharon McDermot (chairing for Bill Heineman), Grace Young, Janice Rogers, Nancy Garcia, Pat Demers, Mary Farrell, Chuck Phair, Donna Bertolino, Ellen Wentland, Diane Zold-Gross, Judy Zubrow Linda Shea (note taker).

Absent: Bill Heineman, Mark Reinhold, Shar Wolff.

Lab Standardization

Bill has asked Janice to convene a group to identify software that academic units in the college are using. The goal is to figure out the software total needs college-wide, figure out whether a long term site license is economical and then work together on purchase and implementation. Tommie Corbett and Scot Proctor are interested in looking into long term site licenses that could be used anywhere on campus. This may be more expensive at first but could save money and provide efficiencies of scale in the long run. An example of this is TI Smartview which is currently being ordered by multiple areas. Janice has a spreadsheet with current software information and she will forward to the Health area as they are currently not included. There might also be non-credit requests for software such as three-D design software that could benefit credit courses. Discussion followed regarding 25 Live, which will be operational spring '15 and whether we should be waiting for this implementation. Judy suggested that IT develop a location in the portal for all areas to load requests. It was agreed that we will invite Dave McAskill and Scot Proctor to a future meeting of the AALT to discuss.

Goal Reports (abridged)

Grace Young

- Developing advisors and supporting them operationally: Two advisors have been reclassified to grade 6 as academic advising coordinators.
- Increase transfer and advising services for faculty: Jane Ducharme and Stephanie Wares will be working with faculty. Advising supports synchronous advising with Provide *Support Live*.

Chuck Phair

- Develop collaboration between ABCT and LESP areas: faculty are working together more collaboratively.
- Provide more programs in business and computer science at the Lawrence Campus: more courses are being offered with 7 degree programs now available on the Lawrence Campus.

Mary Farrell

- Move majority of health programs to El-Hefni seamlessly: accomplished.
- Students in health professions will pass the appropriate qualifying exams: currently working on the statistics.
- Students will be involved in some form of community service: students are all participating in some capacity.

Donna Bertolino

- Expand the walk-in computers at Lawrence Campus to 20: area has not yet been expanded but assessment is utilizing computers in I Health.
- Establish NECC as a Pearson View test site with multi-function lab for Pearson tests and GED (HiSet): NECC is now Pearson certified. MTEL test will be piloted in April.
- Develop inclusiveness in new tutoring area: All labs are now serving developmental and college level students and have taken on new duties such as managing *SMARTHINKING* and teaching study skills.
- Develop centralized tutoring center in Lawrence: still in the works.

Judy Zubrow

- Implement the Mass Life Sciences Consortium grant: 3 science labs in Lawrence will be renovated as well as a Physics lab in Haverhill.
- Work with faculty for curriculum revisions: faculty are revising curriculum. Judy shared some examples of success: upper level of Spanish is taught in an individualized instructional model; Paired learning communities of developmental and college level courses.
- Work on retention in Liberal Arts and General Studies: Programs review has been completed. Focus is on better advising, faculty and student interaction, transfer recruiting and other retention strategies.

Linda Shea

- Develop student technical support via a student help desk: hours have been expanded and a CIS student is working 4 days per week at the Bentley Library. Student Affairs committee has asked for extended hours.
- Library working with faculty in the design of information literacy intensive courses.
- Librarians providing individual consultation with all students in IL intensive courses on the selection and evaluation of sources.

Ellen Wentland

- Continuing to work on program and institutional assessment and program review activities.
- Continues her involvement in assessment at the local and state levels (AMCOA Region 3 and AMCOA statewide).

Diane Zold-Gross

- Rolled out flexible registration online: successful effort as many non-credit students are now registering online.
- Working on credit-noncredit integration opportunities: entrepreneurship, bookkeeping, photography are all viable possibilities.