

**Academic Affairs Leadership Team**  
**Thursday, May 10, 2012**

I. CHECK – IN

a) Agenda

- FY13 Budget - Bill
- Hiring Committees - Bill
- Developmental Education – Bill
- Workload Changes – Bill
- Workgroup Report Outs

II. ACTION ITEMS

a) FY13 Budget - Bill

Bill informed the group that he and Sharon met with the President last week to present the FY13 budget. Bill stated that the meeting went well and that he should be getting feedback by next week.

b) Hiring Committees - Bill

The group raised the issue of not having access to the resumes on Interview Exchange until after the posting date ends. There was concern that if a position generated a large amount of qualified applicants that there would not be enough time to review them. Bill notified the group that he will be meeting with Mary Chatigny and will report back after the meeting.

c) Developmental Education - Bill

Bill informed the group that he is a member of a state-wide task force that is focused on developmental math. Bill also stated that there are several other initiatives at the state level that will likely affect developmental education here at NECC. Some of those initiatives are: standardized course numbering, a common developmental course structure and others. Bill advised the areas affected to begin thinking about how these changes will affect the areas and what measures should be taken to make changes if and when they occur.

d) Workload Changes – Bill

Bill discussed workload changes after the tentative schedules have been sent. He would like to be notified of the changes and an explanation as to why the schedule has been changed.

e) Workgroup Reports

Credit/Noncredit: the group has defined CIS as a pilot program to discuss combining credit/noncredit courses for a certificate.

Program Review: the group has completed structured interviews for faculty who have completed a program review and academic administrators and has prepared a summary report. Ellen will send the summary report to Bill for review.

The group has recommendations regarding the issue of those programs who have outside accrediting agency responsibilities. In lieu of completing a second program review, the programs with outside accrediting agencies would complete a set of outcomes as opposed to a full program review.

Resource development: the group has met with Wendy Shaffer and she will provide quarterly reports of available outside resources.