

AALT

Thursday, Feb. 2, 2017 in A112/LC301

10:00am - 11:00am

1. Learning Accommodations Center - attendance and extended timeline guidelines (Linda Giampa and Susan Martin)
  - 1.1. Susan Martin presented for review and discussion 1) Guidelines for Accommodating Class Attendance and Academic Deadlines, and 2) Accommodating Class Attendance and Academic Deadlines - Statement of Understanding.
  - 1.2. Susan presented these documents in draft form previously; these are now final.
  - 1.3. Individuals with chronic/episodic illnesses are now covered under the ADA-AA. Chronic medical conditions and conditions that are episodic in nature or conditions that require hospitalization may impact attendance and the student's ability to meet deadlines.
  - 1.4. Guidelines have been developed to help Learning Accommodations Center (LA Center) staff respond to increasing requests from students and to help explain and guide faculty.
  - 1.5. Learning Accommodations Center is seeing more of these types of requests. There is an ongoing effort to inform faculty about the new guidelines.
  - 1.6. It is the student's responsibility to complete assignment, and the Statement of Understanding is reviewed with each participant every semester
  - 1.7. Faculty are not required to make additional work for themselves or students
  - 1.8. Linda Giampa sought clarification to make sure faculty (not administrators) are able to make their own decisions about determining attendance and deadlines, reasonable class attendance requirements, and it was agreed that was the case.
  - 1.9. Susan will be attending division meetings and professional day this spring to address more specifically with faculty.
2. K-12 model for next year (Bill)
  - 2.1. (Tentative) On campus model being pursued, and will probably be focused on early afternoon. The current thinking is that students will take 2 courses - a Gen Ed type course (could be in already existing classes) and a career oriented course. These courses should be by taught by adjunct faculty if possible due to financial discounts. Exactly which courses will be taught is still being discussed.
  - 2.2. Comments: Schedule should fit into new registrar model; Science class with lab has special considerations re: space
  - 2.3. Question: How will career courses be determined? Unsure.
3. Global studies aligning foreign language curriculum with national standards. (Judy)
  - 3.1. Teaching foreign language in native language vs immersive approach. Move is towards immersive teaching of FL courses.
  - 3.2. Title and course descriptions being submitted to academic affairs committee. Spanish for medical professionals. Possibly a law enforcement Spanish class too.
  - 3.3. Comment: Need for bilingual healthcare providers is great
  - 3.4. Immersion program has big community potential
  - 3.5. Judy asked for a commitment from Bill that he endorsed teaching foreign language in immersion environment, and the answer was "yes."
4. Dimitry closing and Space issues (Sharon)

- 4.1. The process of closing the Dimitry building in Lawrence will begin following commencement in May. There is not enough space for everybody, and classes will need to be scheduled in Riverwalk . Purchasing more furniture to increase class size at LRW.
- 4.2. Target to move people back to Spurk is mid-June; HOW will not be closed until both Dimitry and Spurk are done.
- 4.3. Occupancy permit not anticipated for Spurk until mid-July.
- 4.4. Question: Will access to Dimitry be available? Possibly. TBD
- 4.5. Grace trying to get clarification from UML about when they will be moving to downtown Haverhill.
5. FY18 Staff Position Request - Prioritization of the following new position requests
  - 5.1. Send priority order of staff requests to Sharon by next Friday.
    - 5.1.1. CBE Learning Coach (Academic Innovations)
    - 5.1.2. Coordinator, Civic Engagement & Service Learning (Student Success & Support Services)
    - 5.1.3. Community Resource Specialist (Student Success & Support Services)
    - 5.1.4. Coordinator of International Students (Enrollment Services)
    - 5.1.5. Learning Accommodations Assistant

Mike Hearn  
2/3/2017