

All College Assembly Meeting
Monday, February 13, 2012
12:00 – 1:00 p.m., TC103A & L244

Terry Cargan, Chair of the Executive Committee, called the meeting to order at 12:05 p.m. with over 100 people in attendance in both Lawrence and Haverhill.

Charter Changes:

Terry discussed the first item on the agenda, the Charter change. Terry thanked Barbara Stachniewicz and Stephen Russell for taking all the suggestions from faculty & staff and organizing them. We are here today to talk about the changes to the Charter which would include adding a 5th Standing Committee: The IT committee. The IT Committee should then establish sub-committees as needed. The CIO shall not be a member of the IT Committee but serve as a resource and by establishing an IT Committee, it will fulfill the State Auditors Requirements.

Question raised was if the IT Committee will be an advisory committee and will they be the ones to make the decisions regarding deployment of computers.

It was stated that they will be the ones making the suggestions.

A motion to approve the addition of a 5th Standing Committee, the IT Committee was unanimously passed. All members voted in favor.

Inventory of counselor/full-time student ratio:

Terry updated the college community about the request from the Executive Committee to President Glenn about a survey about the proportion of full-time student vs. counselor ratios with all the community colleges.

Mary Ellen updated the Assembly regarding the results of the survey.

The questions asked of each college were:

1. *Did their college have someone responsible for mental health counseling?* Out of the 13 responses, 8 responded yes with caveats, 5 responded no. Bunkerhill Community College does not have any services available. For the 8 that did, most had one full-time counselor. Some had part-time people on at different times. None of the community colleges are doing the same thing.
2. *Do you have a rehabilitation counselor?* Out of the 12 responses, 7 responded they did have someone (2 were full-time), 5 responded no.
3. *Names of threat assessment teams.* Each community college was different.
4. *Do you have anyone with partial mental health counseling?* Out of the 9 responses, 5 colleges have their services combined, 4 responded no.
5. *Do you have an external contract to cover mental health counseling?* Out of the 12 responses, 5 have external services and NECC is one of them, 7 responded no.

Mary Ellen stated that the colleges are all over the place and are asking similar questions. She stated that she has spoken with Lane regarding this issue and about having a position here at the college with some of this responsibility.

Gene Wintner asked if there was another school that had more than 1 counselor.

Mary Ellen replied yes, one school.

Terry thanked Mary Ellen for reporting on this information.

Update from ACA Standing Committee Chairs:

Ginger Hurajt reported on the Student Affairs Committee. There is a new deadline for the Student of the Month Award which is now the 1st Friday of month. She asked the college community if they have any issues/concerns relevant to student affairs to please notify her so that the committee can help with any problems that arise.

Bill Zannini reported on the Finance Committee. Some items we are working on are reviewing the budget, students taking classes in the summer and the cancellation of those classes and also we are scheduled to meet with the Executive Committee of the College to look at their budget projections for next year.

Alan Hislop reported on the Academic Affairs committee and their work with program modifications and looking at those new models to see how they fit into the system.

Ginger Hurajt asked about writing intensive courses and how they are going to change?

Alan stated the process will be that they identify courses in the categories and then the committee will work on the list. He believes that they will also be looking at other courses to see if they “fit” and maybe suggest/design new courses. There was a discussion about the number of intensive courses we have and how that will grow in the future. Alan mentioned that there will be criteria for each course and it will be listed.

Terry reported on Executive Committee. Currently we are getting more involved with the Strategic Plan, looking into other policies and procedures here at the college and other college wide issues. Lane will be attending our next meeting this Wednesday, February 15th.

A motion to end the meeting was made by Gene Wintner and seconded by Ernie Greenslade. All members voted in favor. The meeting was adjourned at 12:54 p.m.