

## **Minutes of December 10, 2001 Meeting**

### **Call to Order**

**Chair of the Executive Committee, Mary Wilson, called the meeting to order at 12:25 p.m. in room 101–Amesbury Building, Lawrence Campus.**

### **Approval of Minutes**

**On a motion by Gene Wintner, seconded by George Medelinskas, it was voted unanimously to accept the minutes of the April 23, 2001 All–College Council Meeting as presented.**

### **President Hartleb discussed his responses to Charter Changes specifically Article X**

Workload Adjustment–The President responded that he supports participation in concept but we do not know how to manage the three hours adjustment for all employees. The only way to respond is to hire backup. From a staff point of view we are not overstaffed anywhere. It would be too costly. Mary Wilson went on record that the Executive Committee shares a difference of opinion on this matter.

### **Announcements:**

#### **College Council Website**

Mary Wilson informed the Council that the Website should be up and running during the break.

#### **Student Affairs Committee Elections**

We are awaiting the outcome of one constituency group's election.

Steering Committee will meet again on Wednesday, December 12, 2001.

Mary Wilson reported that the Committee will take a fresh look at the process and possibly implement some kind of short–term interim strategy in light of the current fiscal situation. The President is revising the Vision Statement. Terry Cargan is working on a revision of Core Values and the committee will look at the Mission Statement after that.

Budget–The President handed out a three–page document entitled: NECC BUDGET REDUCTION ANALYSIS 12/06/01 and went over it item by item

explaining that some of the items were totally deleted such as Developmental Education/ABE/MCAS and Dual Enrollment (DOE).

### **Other points of interest:**

- Financial aid will be reduced by 25%– this is a top priority to Community College students and affects our students the most.
- Early Retirement: based on the assumption that 17–18 employees will retire approximately \$93 thousand plus needs to be returned to the state. A question was raised about why this particular amount. The President responded that the state does their own calculations and this was the amount that they came up with. The legislature has to approve this.
- SABES was basically wiped out unless the Governor restores it.
- Conference committee eliminated NEBHE–16% of our students are from NH!

### **Under Tentative Reductions–Focused cuts:**

- The President will act on taking \$10,000 out of faculty/staff travel.
- Reduction in the Banner contract.
- 14 currently vacant positions won't be filled.
- 3 Part–time positions will not be filled.
- 19 part–time positions will be reduced.
- No overtime.
- We will cut ads for open positions.
- Main goal now is to "keep our Core Business"

The President went on to say that the "cuts" are deeper than ever expected and that the Governor's veto was a surprise. George Medelinkas asked if the President anticipates any layoffs. He replied "no" other than three part–time staff. Another question about early retirement was that if 17–18 people choose retirement it could wipe out an entire department. George Medelinkas questioned whether the reduced reserve was a "Rainy Day Fund"? The President said it was a Board of Trustee endowment fund. The President was then asked whose decision it is to use the endowment, the President's or the Board of Trustees. The President responded that it was the decision of the Board of Trustees. Regarding the Capital Campaign, the state said show us your 2 million (we reflected 1.5 million in the endowment) President Hartleb said "I will raise the other 1 million, it is not an issue". George Medelinkas asked what could we do in the next six months to positively impact next year's budget. The President replied that he was lobbying very hard and has the assistance of professionals in Boston to work towards that effort. He encouraged the group to contact their local legislators in a concerted

useful way. We may need to work to develop a common message. A question was asked how will the budget cuts affect the students. The President informed the group that the budget will affect the people sitting in the room, at the meeting and not the students.

### **New Business**

None.

### **Constituency Group Concerns**

George Medelinskas brought up the concern of smoking areas and wondered if anything was being done to enforce this. Mark Andrews has a Pilot Program in progress that expects to provide a high level of consideration for non-smokers at the Spurr Building in particular. No smoking has been implemented in the front entranceway and smokers are now directed to the reverse side of the Quad so that non-smokers do not have to walk through a wall of smoke.

### **Adjournment**

On a motion by George Medelinskas, seconded by Barbara Stachniewicz, it was voted to adjourn this meeting at 1:15 p.m.