

## **Minutes of March 1, 2004 Meeting**

**(Teleconferenced at both campuses in rooms: Haverhill E155—  
Lawrence L240)**

### **Call to Order**

At 12:10 Terry Cargan, Chair of the Executive Committee, called the meeting to order. This was the second meeting held via teleconferencing with the Lawrence Campus, with the assistance of Jim Hellesen.

Approval of two sets of minutes

Minutes of April 28, 2003 approved by Steve? (faculty member) and seconded

by Cathy Sanderson. Minutes of December 8, 2003 approved by Jerry Morin, seconded by Cathy Sanderson.

### **Meeting Focus:**

Should the current Monday/Friday 12–1 Meeting and Activity Blocks be changed to a two hour block some weekday afternoon?

The Chair prefaced this discussion: because we have experienced increasing conflicts among faculty members between teaching schedules and meeting times, deans felt that this would only get worse accommodating student schedules and needs.

The question is how do other schools have designated blocks?

We do not expect to solve this matter, just feedback and bring response to the President in May. We are starting by bringing it to the College Advisory Council, to hear what you have to say. Please state your name, Gene Wintner and Terry Cargan have microphones, Kristen Ganley will take flipchart notes.

Priscilla Bellairs—as Chair of the Student Activity Committee read a brief statement outlining her stand on the issue. Her committee held a special meeting to discuss this. She recommends that the 12–1 period remain unchanged, as several clubs e.g. Criminal Justice meet during this time. She made two suggestions:

- recommend adding 12–1 on Wednesday, March 03, 2004
- Change Student Activities Period to Wednesday 12–2 pm.

Nita Lamborghini—During the 12–1 M/W/F time we schedule most of our member organization activities because it's the time when most students are around; 2–4 pm would be an activity time that students would not be here. They do not stay around to participate. She is vehemently opposed. Students get attached to the college, in addition to the classes and professors, they get connected, meet friends, 2–4 would be really hurtful, and it would change the college.

Jackie Long-Goding—what concerns me is that faculty becomes disenfranchised, most meetings are the Haverhill campus, Lawrence faculty finds it difficult to participate in college governance.

Mary Ellen Ashley— this group should not be meeting to discuss what to do with the Student Activity Committee hour. She completely agrees with Jackie, sees two issues:

- Leave Student Activity hour alone.
- What to do with meeting times for faculty.

Cathy Sanderson—completely in agreement with Jackie Long-Goding, faculty and administrators are not able to participate in noon meetings. As the Lawrence Campus grows, we need to be more mindful of being one college, continue to invest another meeting time anything where information is given for the whole college community.

Paul Bevilacqua—Executive Committee reviewed this matter a couple of years ago. I wanted to oppose it for the same arguments. I feel very strongly that I don't believe the issue should be separate by the Student Activities Committee meeting times. I recommend that Academic Affairs and Student Activities Committee work together to try to come together to reach a conclusion. This effects the Master Schedule, consider the ripple. I point out it is Monday, look at how many are here. Let's go forward carefully; the primary focus is to teach!! I don't believe faculty participation has been a problem. How do you accomplish the goal? One compromise we can now schedule on a prior approval? At noon time, cuts student and faculty out of activity.

Dina Brown brought some students today, it is important to get student opinions about the time period. Some groups would be affected dramatically.

We do 80 programs per year during the 12–1 period, 6,000 students roughly (700 students in clubs and organizations). I think it would hurt the clubs and organizations; it is import to keep the M/F block 12–1.

Some programs, College Life & Campus—are for students to find out about our services. We offer a barbecue, again 12–1. If we were to move the time period it would be hard for some students to pick up children from day care or school, some work second shift. We need to think about when the students are here.

Mike Finegold—I came to this meeting sensing it's about academic meetings. I sense a shift to move student activities away for just faculty/administrative meetings. Years ago 1–3 (2 hours) there were plays, dance, music, and meetings. It was good for the campus, culturally enriching, more interesting--why now reduce to a 1 hour Wednesday and Friday. The Union has stepped in and decided we don't need to be on campus that much, we lost a lot of student life as a result. If we work with a schedule for the whole year it could work out when to program events for the whole college community. It would help LARC and the general campus. I support Paul Bevilacqua's option; think about student life and enrichment.

Audience member—we may never find a time when we are all free to meet, the problem is we might miss some meetings. I don't know why 12–1 on M/F is so magical, if the choice is between class or student activities.

Audience member—she supports that we maintain the format. Use M&F slow regularly without it we would lose the opportunity and chance for collegiality and bonding. Most kids cannot make early am class, lots of them work, the college experience is not just going to class, lots of education between the lines, keep things the same.

Audience member —Keep things the same for things like immunizations.

Terry Cargan asked when are the clinical assessments.

Jackie Long-Goding responded: every day of the week for clinical activities. Jackie also stated: I hear we are losing site of why we believe that the two things need to be coincidental in time. We need to consider when it is most beneficial for faculty to have meeting times. Faculty are in class until 11:50. Sometimes they are late to the meeting; we can't start meetings at 12:00 and end at 1:00pm. When decisions are made and they are not there for the whole meeting they say "When was that decided, were we told about it" because they were not at the whole meeting.

Terry Cargan—asked what time do you end? Jackie answered it depends on the program.

Audience member —being involved with student activities I was able to become more involved with faculty and staff. As a student I would rarely find a PM class that fit into my schedule. You have to stop and eat lunch, the best opportunity is noon, it provides a break. Most students are here in the am. Great opportunity to grab students at noon.

She supports adding Wednesday Noon. You have to make a choice; there are not a lot of classes in the pm, good time for the staff to have their meetings.

Paul Bevilacqua—Responded to Jackie Long-Goding: The Student Activity Committee meets from 2–4 pm as does the Executive Committee. Ad hoc non-standing committees makes it very difficult. Consider the ripple; particularly we have a huge shortage of space??? These committees could consider moving their committees to 3 PM in the pm. Concerns: we now see where two separate SAC and meeting times, we might discover classes are scheduled.

Judith Kamber: Advantage—Staff Development and Professional Development, We use the 12–1 slot for college wide events, e.g. the 911 series—we had speakers. We were able to have 100–150 students to those 12–1 presentations; I hate to lose that time.

Audience member —CAC tried to schedule other days simply do not get the attendance. Students have jobs.

Cathy Sanderson—I am hearing a lot of reasons why SAC programs should remain at the noon hour.

I make a motion to keep the SAC time. Before a second of the motion was made, Paul Bevilacqua made a motion to table, George Medelinskas second the motion. A vote was taken and two-thirds voted to table the motion.

Mike Nutter explained that this stops the action. This remains tabled until it becomes untabled. (Seven members voted in favor to keep the motion tabled and 30 members voted to untable, the tabling motion fails.)

**Point of Order:** Gene Wintner informed the audience that the voting stops the debate.

All voted, four were opposed, the motion passes. The debate is closed.

***A vote on the motion: Cathy Sanderson moved to keep the current meeting programs, maintain the 12–1 SAC. Jackie Long-Goding***

***would like to amend the motion to consider keeping open discussion of meeting program time and faculty meeting times.***

***A vote was taken, four were opposed, and the motion carries.***

***Cathy Sanderson restated:  
I move to leave the activity block as is.***

## **Discussion**

Gene Wintner: Advocates opening W/F @ noon to teach. What is the greatest good for the greatest number? Haven't heard that the Monday 12-1 SAC has good hard numbers. How many students at Noon are in a club, he senses not that many, some would be able to take a class, if given that option students would probably say yes.

Paul Bevilacqua: when I moved to table I think good ideas have come.

Terry Cargan: I originally said we do not expect a vote today; we need to keep discussion going and see if it suggests this can be addressed hopefully.

Paul Bevilacqua—There are still unresolved issues.

Nita Lamborghini—I would like to respond to Gene Wintner. We have 55 students from 11-1, and 12-1 in the Recreation Room; playing pool, chess, and basketball (she has data to support this). 305 students participate in organized intramural areas. We have 300-500 stop by for hamburgers, games, pictures, fun, connections, they engage. The numbers increase every year. 55/day, with 9 years of data. The 12-1 hour in late January and February has approximately 80 students to 85 max. We have lots of numbers on students, M/W/F, we have pool. There are lots of first time students; there are wonderful comments about the growth and learning that happens. "Wonderful place, etc."

***Jackie Long-Goding amended the motion: "Consider changing the meeting block to? Seconded by Dina Brown.***

***Cathy Sanderson accepts as a friendly amendment.***

**Standing Committee Business:**  
*Paulette Redmond—Subject Dean's List.*

The Academic Affairs Committee would like feedback on Dean's List. Paulette read from a handout that was given to the audience. She is here today to get a survey. The last time a deans list at Northern Essex Community College this was the criteria is:

- full-time
- 12 credits
- GPA of 3.0
- Enrolled in college level courses.

The rest of the other 15 Community Colleges have different criteria e.g.: 13 other Community Colleges allow 12 or higher credits, two allow 12 credits.

The question arises whether to allow full time and part time students on a Deans List. GPA--we are on the low side, Bunker Hill and Cape Cod are 3.0, and the majority starts with a 3.2 or higher.

Developmental courses included? Ten community colleges do not include developmental courses, five do include them. I am hoping today to get some input and put together an email anonymous survey.

George Medelinskas—Asked Paul Bevilacqua what percentage of our students would be on a Deans List if we changed this.

Paul responded—550 students made Dean's List using the criteria not including developmental courses except those include graduation credit. About 20% of the student body will make the Dean's List.

## **Discussion**

Audience member —it seems that 12 credits is right, 3.0 GPA is on the low side, would increase to 3.2 or higher. College level courses of course.

Paulette Redmond stated that some community colleges have President's List which is a different level of the Dean's List.

Dina Brown, asked to consider Awards Convocation Meeting, which has honors and high honors rather than a Dean's List.

Paul Bevilacqua—Part time/6 credits after they have accumulated credits so many students do their degree part time.

Audience member —Make it more accessible to part time and raise to 3.2 GPA.

Gene Winter—He denounces any efforts to reject developmental students. The last time heard this issue David Hartleb did not wish to have developmental students excluded.

- Gene believes this sends the wrong message to developmental students, your work doesn't count, not legitimate, not academic work.
- Creates a distinction between "college level student". If a student takes contemporary math, the same student making one different choice in math. Consider college reading--college level reading. You take a student who takes college level reading, if you take it you can't get recognized for honors.
- You can take canoeing and get honors credit but not college level reading.

Audience member —supports having developmental courses be included. There are students that take assessment and have to take basic math and don't want to, they overcome a lot and work hard. You have adults who have not been in school for a long time "how am I going to do that", overcome ageism. They work really, really hard. She supports Deans List.

Audience member —there seems an argument could be made the other way. If a student has the choice of taking college level courses or a developmental course. We are not penalizing, when you are done taking them you can take college level courses and get on the Dean's List.

Audience member —this is a tough one, if the criteria were just hard work. People who enroll in developmental courses are not quite doing college level work. When they are doing college level that will transfer, should be the criteria.

Audience member —agrees that should be included. I had to go back to general math. They apply to GPA, it doesn't take anything away. Non-traditional students are trying to get self-esteem, it gives student more motivation.

Paul Bevilacqua—

(a) Doesn't count towards graduation.

(b) Clarify—David Hartleb has not weighed in on this, he has referred to this committee to find out what people believe.

Audience member —Do Phys Ed courses count?

Paulette Redmond\_\_ They count if it is in their program, they have a free elective.

Audience member —Supports Developmental Ed being recognized as honor students. Students who are taking Walking courses for credit or Canoeing, try not to let your prejudice rule you!!

Audience member —there is an opportunity for students to do extra work through the honors experience. We do not include developmental courses.

Academic Affairs Committee—all courses have to be considered through our Academic Affairs Committee, needs strong academic competence or can't grant approval.

Paul Bevilacqua—clarification of current policy. Many students postpone math to the end, there are honors students who are still taking Developmental Math in their last semester which eliminates them from the Dean's List. All of us teach classes with academic rigor.

Also ESL students, do their courses count for a grade, most enter after taking upper level classes, some of our students are very academic students. From our ESL students there is tremendous amount of academic rigor that happens in all of these classes.

Audience member —we do have a Liberal Arts Physical Ed Option, surely you do not want to deny them the Dean's List option, taught at the college level.

Audience member —we have students at the nursing level that are part time and full time, each needs to be looked at.

Paulette Redmond—we will put a survey together to get opinions. Hopefully by the end of next week. Just make a recommendation based on the consensus of the group.

Terry Cargan—Next agenda item:

### **Summary of Communications Issues of the last meeting**

These were categorized by Judith Kamber and recorded by Julie Carey, intended to work on at future meetings.

- Need for greater clarity
- Non job related interaction, interpersonal skills

See Handout from TC

The Chair asked for any suggestions right now, if not please send any suggestions by email, phone and mail.

### **Constituency Concerns**

Audience member —there was a memo about a photographic project, we got an email that it was cancelled, no explanation as to why? No info given.

Judith Kamber responded that the project came up in Diversity, some people felt uncomfortable, she received some very personal communication by email and Judith felt it was not appropriate to share with the entire college.

### **Adjournment**

A motion was made by Terry Cargan to adjourn, seconded by George Medelinskas, all voted in favor to adjourn the CAC meeting at 1:45 pm.