

**Minutes of April, 2003 Meeting
April 28, 2003**

1. **Call to Order:** Gene Wintner, Co-Chair of the Executive Committee called the meeting to order @ 12:05 pm in Bentley Library.

1. Committee reports

1. *Finance Committee—Doug Jack, Chair*

Doug informed the council they have begun their hearings with cost center managers to determine how to make sense with the decline in state funding, and to make due with the shortfall. The committee realizes they are advisory to the President and know that they do not deal with personnel issues. They will be working into the summer to put together a presentation to the President after the budget comes in. Doug noted that all meetings are open to the public, and are held on Wednesdays from 2-4 pm.

1. *Academic Affairs Committee—Paulette Redmond*

Paulette reports that her committee has been extremely busy reviewing proposals to course revisions, CAPP course cleaning, new proposed programs and working on revising their forms.

3. *Executive Committee—Gene Wintner, Co-Chair (for Terry Cargan)*

Gene reports they have been working on several constituency concerns including: smoking, student parking, and bookstore issues. A new protocol has been put in place by Mary Ellen Ashley, Sue Cunningham, and the Learning Accommodations Center due to the closing of the Counseling Center. Paul Bevilacqua visited the committee to discuss reorganization in Academic Affairs. There was discussion about how to address accessibility between Haverhill and Lawrence when College Advisory Council Meetings are held so that both campuses are represented. Space Naming—The Counseling Center was renamed the Paula Strangie Counseling Center and Lecture Hall A for Chet Hawrylcw. Elections were held and there are still vacancies, if interested please let us know. The committee tried to help the fledgling Student Affairs Committee which got off to a rocky start; we are positioning to bring it back to life in the fall. Last but not least we've also enjoyed one more year being enlightened, entertained, & adjourned by Frank Leary. He's been the heart of our committee & will be sorely missed.

3. Strategic Plan

Ed DeSchuytner made a motion to approve the proposed strategic plan, seconded by Gerry Morin. Gene Wintner, Co-Chair of the Steering Committee thanked the Steering Committee, Task Forces, faculty, staff and students for their participation in the Strategic Plan. Our intention was to create a short plan in operational language to set the direction for the college for the planned period. Gene reviewed the attached document "Strategic Plan FY2004–2006." He affirmed that the center of this plan is our students. The plan expressed five themes:

- **Caring College**
- **Accountable College**
- **Student Learning Outcomes**
- **Student Goal Achievement**
- **Student Contribution to the Larger World**

George Medelinskas opened up the plan for discussion. Some questions raised:

Who is the audience this document is written for? Answer: NECC

In his absence, the President asked Mary Ellen Ashley to discuss how to operationalize the plan. Mary Ellen reported --figure out how to measure them are now working with a three year plan instead of five year. The desire is to come up with a set of goals and figure out how to we measure them. Can we focus on "Student Success" looking at the five categorical areas and carry forward the Core Values and the work we heard in the Focus Groups? There is work still to be done—it is important to get behind the goals.

Audience question: Who decides how those things get done. Mary Ellen Ashley replied: The Executive Committee and the Strategic Planning Steering Committee. David Hartleb plans to work with them to figure out how these goals can happen.

Questions: How will the college know they are achieving these goals?
Answer: Some will be subjective rather than quantitative.

There was discussion about whether or not "wordsmithing" could be applied to the Strategic Plan document at this stage.

Gene Wintner advised against making motions in wording at this stage because it would require more meetings and time and then would not be ready for the next Board of Trustees meeting, which it is scheduled to be presented to.

Paul Bevilacqua felt the intent of the document is pretty clear and suggests following Gene Wintner's advice.

A motion was made by Ed DeSchuytner and seconded to close debate. Motion carried. A voted was conducted to accept the Strategic Plan. Twenty-seven voted for it, ten voted against. The plan was approved to move the Strategic Plan forward.

Constituency Concerns: Frank DeSaro made an announcement re an Aids Walk on Sunday, May 4, 2003 in Portsmouth.

A motion was made to adjourn the meeting at 1:05 pm, there were no objections, and the meeting was adjourned.