



**All College Assembly Meeting Minutes
Hartleb Technology Center
Haverhill Campus
Monday, Oct. 5, 2015**

Amy Callahan, the Chair of the All College Assembly, called the meeting to order at 12:00 pm. Meeting minutes from the April 6, 2015 meeting were unanimously approved. Callahan thanked everyone for such a strong turnout and reminded the membership of the importance of our college participatory governance system and encouraged continued support.

Update:

Amy Callahan reported an update from Bill Heineman regarding the First Year Seminar: After a virtual split vote at the April 2015 ACA meeting, the project is moving forward, but implementation has been delayed one year and will go into effect in the Fall of 2017.

Brief reports from Standing Committees:

Finance: Andy Morse reported that the first meeting of the Finance Committee was held on Sept. 23rd in which David Gingerella informed the committee of the college's finances and the progress of the Spurr Renovations. Other issues of interest are: the use of college funds for conferences, classroom technology, and the setting of priorities for construction projects after the Spurr renovations have been completed. Andy encouraged those interested in how the college is run to participate, as there are vacancies for faculty members.

IT: Joan Scionti reported that the IT Committee has had two meetings recently, one in which Jeff Bickford spoke about the cost of more than 30 applications that provide service to the college and what that entails. Noted was the cutbacks of the IT Department's funds due to budgetary restraints. A large initiative of the committee that began last year and continuing this year is to review the forms and content of communications from IT services, so that they are more readable and easily understood by the college community.

Student Affairs: Paul Saint-Amand reported that a topic of concern for the Student Affairs Committee is the police academy on campus. George Moriarty has been invited and is planning to speak to the committee. The Student Senate met on Wednesday expressing concern about the campus shooting in Oregon and what security measures are being implemented for our students.

It was also noted that the Bookstore has received many bogus checks. This problem has been resolved by the use of ATM cards. A concern for our older students was the closing of the computer labs and library over the weekend.

Executive: This committee meets twice a month. The committee has already invited and met with Lane and Bill Heineman to speak on any updates of the Spurr renovations. Since this 81,000-square-foot building needs to be emptied by July 1 or earlier in order to be finished by July 30, 2017, everything that is not needed on a regular basis should be put in storage (boxes will be provided); however, they can be accessed if needed. The ACA membership asked many questions about the details of the relocation and renovation, including a request for operable windows and questions about classes potentially being moved mid-semester. David Gingerella was able to provide answers to most questions asked.

Other Concerns:

- Jeff Bickford noted that the recent deletion of all student accounts occurred because of a programming error, not a security breach. In an unrelated issue, changes in browsers are also causing problems. Chrome will not work for everything, but is recommended for Blackboard. Internet Explorer is recommended for most other uses within the portal.
- Campus safety. How are people notified in the classroom in the event of an emergency?
- Mark Reinhold gave a brief update on the Strategic Plan.

With no further issues, a motion to adjourn the meeting was made at 1:00 pm.

Respectfully submitted by Linda Buckley

October 9, 2015