



**Executive Committee Meeting Minutes
Room SC203 (PDR) November 30, 2016**

Attendees: Amy Callahan, Regina Correia-Branco, Jenny Fielding, Klinbert Garcia, Linda Giampa, Gladys Gomez, Lance Hidy, George Medelinskas, Linda Buckley

Chair Amy Callahan called the meeting to order at 2:09 p.m. The minutes of the Nov. 9th meeting were approved.

ACA Voting Results: Amy thanked Linda Giampa and Jenny Fielding for their help with the FYS voting results. After being asked what the next step would be, Bill Heineman felt, at the present time, the course of action would be not to go forward with the FYS. The committee agreed the voting process worked well but also expressed disappointment that the FYS committee did not distribute more useful data with its proposal.

Block Scheduling: Amy updated the committee with news that the Liberal Arts division will be expanding this semester's pilot of "block scheduling" for Spring 2017. The plan will not go college-wide for at least another year because of renovation complications on the Lawrence campus.

Program Audit: The Committee felt strongly that the results of the audit, initiated by Bill Heineman, should be shared with the Executive Committee before any decisions are made. The college is looking at program closures due to the budget problem, resulting from the decreased enrollment.

The Committee discussed the value of asking for the community's input, such as Haverhill and Lawrence, in terms of the effects which closing programs would have on their cultural life. The decisions made will affect not only the internal life of the college, but will also impact the many external events and gatherings, such as the theater, art, and dance programs, that attract attendees from the surrounding areas. Reduction of these programs would also lessen the success of one of the college's strategic goals – to ensure a student's sense of belonging on campus and involvement in activities which would increase student retention. A question was presented on how does the culinary arts program fit into the college's budgetary concern. Is this program going through the Academic Affairs committee? Are programs involved in Communiversity also being audited? Is the playing field level? Which programs are being protected and which aren't and what are the reasons for this.

Much discussion was aimed at the following: the administration has lost employees by attrition. The perception is that the college hires much staff but not faculty. However, at times, new hires are grant-funded or replacement hires. People throughout the college have to pick up the slack when an employee leaves or retires and is not replaced. Michael McCarthy will be invited to attend the next meeting to inform us of the overall college budget.

It was suggested that a member of the Finance and Executive Committees attend BOT meetings. Northern Essex is known as being at the top among other community colleges on the amount of money that is spent on professional development. It was noted that there have been complaints among faculty that professional development funds workshops, and other internal opportunities, but does not encourage faculty to pursue expertise in their academic discipline.

Lawrence Restaurant Food - There seem to be no evening hours for Lawrence food vendors. The committee agreed that this should be reviewed by Student Affairs.

With no further issues, the meeting was adjourned at 3:45 p.m. The next meeting is scheduled for December 14th.

Respectfully submitted by Linda Buckley

December 12, 2016