



**Executive Committee Meeting Minutes
Room SC203 (PDR) February 22, 2017**

Attendees: Amy Callahan, Terry Cargan, Jenny Fielding, Klinbert Garcia, Linda Giampa, Gladys Gomez, Lance Hidy, Nancy Julin, George Medelinskas, Sheila Pierre, Linda Buckley

Chair Amy Callahan called the meeting to order at 2:05 p.m. The minutes of the Feb. 8th meeting were approved.

Program Audit Draft Recommendations: The committee expressed concerns and raised questions regarding Bill Heineman's recent report, following the program audit. Specific recommendations from Bill involved cutting Theater and Dance. In terms of faculty cuts, the departments of Dance, ESL, Deaf Studies, and Art were effected. Eight programs will be inactivated, some are connected to the faculty cuts, but not all of them. It was noted that in the Art Department there are factors that will not show up on an Excel sheet. The performing arts programs may provide the only social opportunities for some students. The recommendation report said several factors will be considered. Several members of the committee expressed surprise that Bill's recommendations did not seem to match the analysis data, e.g. music, deaf studies, and theater. However, it was noted that the music department was better aligned to attract transfer students to Lyndon State College. The committee expressed concern that currently the number of 4 transfer students seemed quite low, but noted that the commiversity agenda is in the beginning stage.

Culinary Art: Also, many expressed concern over the expense for the new program, Culinary Arts, since many schools have closed down this program. Others thought it would attract students, as it is being aligned with a degree program at Endicott and will involve a higher level of training — plus includes funding from the state. The committee expressed interest in seeing the feasibility study mentioned in Bill's report.

Online Courses: The committee expressed concern regarding increasing the number of students in the online classes from 20 to 25. Contractually it can be done, since it is within the contract guidelines. However, it was noted that the success rate is lower in these classes than in the face-to-face programs.

Non-Academic Analysis: The committee was in agreement that this is a healthy process for the institution, in view of the financial crisis; however, it has been perceived that there has been a lack of analysis of programs and spending in areas of the college outside of Academic Affairs.. Cost analysis of administrative jobs is needed. Recent cuts in Financial Aid, Advising, and Tutoring front-line staff directly effect students and are contradictory to student success. At a recent MACER meeting, Steve Fabbrucci said that administrative jobs have also been eliminated. Amy will ask Steve for a list of these positions.

Early Retirement Incentive: Responses to the Early Retirement Incentive must be sent in by April 14th.

Feedback Letter: Bill has asked for feedback by March 1st. Amy will draft a letter that will be reviewed by the Committee. The following will be noted:

- The Committee understands the need for this process due to the declining enrollment.
- Reiterate the importance of the arts.
- Ask specifically to define "continue to provide support to dance and theater".
- The analysis results seem to be inconsistently applied.
- An unreasonable turnaround time to respond.

With no further issues, the meeting was adjourned at 3:40 p.m. The next meeting is scheduled for Mar. 8, 2017

Respectfully submitted by Linda Buckley

Feb. 24, 2017