



Executive Committee Meeting Minutes Room SC203, Haverhill Campus, April 4, 2018

Attendees: A. Callahan, J. Fielding, S. Fichera, L. Giampa, G. Gomez, L. Hidy, L. Johnson, M. Le, S. Melo, H. Mores, S. Muller, L. Buckley

Guest: Michael McCarthy, VP of Administration & Finance/CFO

Co-Chair Amy Callahan called the meeting to order at 2:02 p.m. Minutes of the March 21st meeting were unanimously approved, following correction of two typos, Mullin to Muller, and Meta Centers to Meta-Majors.

The following topics were discussed:

- Update from Amy's conversation with Lane
 - More layoffs will be taking place.
 - Final Budget is due May 1st.
 - Morale problem is a significant concern.
 - Transparency is a high priority.
- Discussion with Mike McCarthy
 - Mike assured the committee that the new Director of Public Safety will have expansive knowledge of how a campus functions, together with great communication skills. He noted that there are now three finalists who have excellent experience working on college campuses. Mike also hoped that this forward thinking person would acquire a school resource person in the future to further ensure the safe environment on campus.
 - It was noted that there has been some anxiety on campus regarding some of the police academy's training that has occurred in the gym.
 - Katie Donnelly has begun her Leadership project, which includes updating the "Be Safe" signage in Lawrence, along with safety signage in Haverhill.
 - The Security Sub-Committee idea has been abandoned, as it was deemed to be unnecessary.
- Other Issues
 - Layoffs: The committee noted that there is a need to improve procedures and notifications for those people who are being laid off for budgetary reasons.
 - Capital Campaign Priorities were noted and discussed, including the Lawrence Library, Baseball Field renovations, Student Success, and EAB Student Life Cycle management software package.
 - Safety concerns regarding door locks in Spurk, need for a PA system, and more frequent drills and safety training were noted. The committee expressed appreciation for the recent "Run, Hide, Fight. Personal Protection Workshop" recently provided at the Louise Haffner Fournier Education Center.
 - The committee was pleased to know that the Advisory Task force is still planning go forward.
 - The committee agreed with Amy's suggestion to invite Lane to the upcoming ACA meeting on April 9th to address some of the concerns of the college community.

With no further issues, the meeting was adjourned at 3:45 pm. The next meeting is scheduled for **April 18th** in **SC 203**.

Respectfully submitted by Linda Buckley

April 6, 2018