



## **Executive Committee Meeting Minutes Room SC203, Haverhill Campus, May 2, 2018**

**Attendees:** .A. Callahan, J. Fielding, S. Fichera, G. Gomez, L. Hidy, N. Julin., S. Muller, L. Buckley  
**Guest:** Vice President William Heineman

Co-Chair Amy Callahan called the meeting to order at 2:02 p.m. Minutes of the April 18<sup>th</sup> meeting were unanimously approved, with a correction noted to state the full name Jorge Santiago. The motion was presented by Jenny Fielding, and seconded by Nancy Julin.

The following topics were discussed:

### **Exploratory Degree**

Grace Young spoke at a recent TAPPS meeting about the exploratory degree which allows students to take two semesters' worth of courses without a declared major. Students will be guided during those semesters with courses in English, Math, Sciences, and a career advising component. The developmental students in that cohort may be required to take FYS. Concerns were noted that suggested the need for more campus-wide discussion. Varied descriptions of this major were said to be presented in prior meetings. Some committee members noted that career exploration writing assignments, research, and job-shadowing already exist on campus. The committee expressed the need for more communication with students in the liberal arts major, utilizing Navigate as one method to pursue.

### **Culinary program**

It was noted that this program will be created with very specific goals and not general Liberal Arts. What are our priorities? Is the college atmosphere heading toward a technical school, even though Liberal Arts underwrites much of the college?

### **Capital Campaign**

Donors know the current trend and may want to fund those activities. Are we missing the mark if we don't follow that trend? Some noted that these funds should be going to learning outcomes and not the program du jour. Should we be marketing to the parents?

### **Other Issues**

- A date for a governance coffee for next fall will be set to welcome new members and another for the Committee Chairs.
- September 12<sup>th</sup> agenda will include a presentation by Lance Hidy, Sue Martin, and Melba Acevedo regarding accessibility issues.
- Amy noted with much appreciation Lance's recent letter to Lane regarding the importance of Minh Le's job responsibilities and the loss the college would experience with Minh's departure.
- A request for a list of people who will no longer be with the college will be made at the next MACER meeting.
- An improved way of conducting layoffs is now being considered. In the future, the person's supervisor will send an email to the college community and give some direction as to who will be taking over the related responsibilities.

### **Meta Major Centers**

The Business center is finishing its first year, followed by weekly meetings to review "Lessons Learned". In the fall, STEM will be located in the Tech Center. Bill praised four faculty members for their cooperation in moving their offices to a new location in Room TC205. Professional Studies and Liberal Arts will be located next to the Business center on the second floor of Spurk.

Four hours per week of service to the centers and three hours of advising may be considered in the workload of Faculty personnel. Following the Board of Trustees meeting on May 9<sup>th</sup>, funding will be available and more serious planning will begin.

With no further issues, the meeting was adjourned at 4:00 pm, with a motion made by Gladys Gomez and seconded by Susan Fichera.

Respectfully submitted by Linda Buckley

May 8, 2018