

**Executive Committee Meeting Minutes  
Room SC203, Haverhill Campus, October 24, 2018**

**Attendees:** Susan Fichera, Jenny Fielding, Gladys Gomez, Lance Hidy, Nancy Julin, Heather Mores, Sheila Muller, Kelly Sullivan; Linda Buckley

**Guest:** Ernie Greenslade

Co-Chair Sheila Muller called the meeting to order at 2:06 p.m. Minutes of the Oct. 10 meeting were unanimously approved, with a motion presented by Jenny Fielding, seconded by Nancy Julin. The following topics were discussed:

### **Guest Speaker Policy**

In an effort to gain feedback from the committee, Ernie Greenslade and Heather Mores discussed a draft of the Guest Speaker Policy, following a vote by the President's Council to update the language relevant to our campuses. Specific guidelines for Student Life Policies, regarding the invitation process, sponsorship, and scheduling when hosting an event, were presented. The facility usage process will be confirmed with Alison Gagne, the college's Event Coordinator. Ernie and Heather will be presenting this information for review to other committees, again to the Executive Committee, and, when completed, to the Board of Trustees for approval.

The committee made the following recommendations:

- To clarify the legal language for all to understand
- Additional language specifically addressing different groups on campus who might sponsor speakers
- Importance of how this information is communicated when complete and accepted

### **Learning Accommodations**

Lance updated the committee on the efforts of the LA Center, DHHS Team, and Tina Favara to discuss improvements to space, functionality, and accessibility issues. Tina Favara's email response was shared where she explains that no decision will be taken prior to discussion with Bill Heineman's return on Monday 10/29<sup>th</sup>.

After much discussion, the committee voted to approve a motion to draft a resolution to Bill Heineman for Monday in support of Learning Accommodations and the DHHS moving back to the original space on the first floor as noted in Lance Hidy's document.

Lance's document was an informal analysis of how the recent changes have impacted the students, comparing these changes to a study written in 2005, entitled "Design Features of the Learning Accommodations and Deaf and Hard of Hearing Services Suite."

### **Inventory of Committees**

The Committee began an audit of the All College Assembly's Inventory of Committees, dated October 2014. This is an ongoing process that will be completed following everyone's review and feedback.

### **Culinary Arts**

It was noted that Andreas Fleckenstein, coordinator of NECC's Culinary & Hospitality Programs, is no longer working at the college. Another instructor is taking over his classes. Also noted was the resignation of Bill Zannini, an alternate faculty member of the Finance Committee. Sheila announced this opening in the hope that the committee members may encourage another faculty member to participate.

With no further issues, the meeting was adjourned at 3:30 pm with a motion presented by Jenny Fielding and seconded by Nancy Julin. The next meeting is scheduled for November 7.

Respectfully submitted by Linda Buckley

October 25, 2018