Minutes Approval –

The Minutes of February 13 (Special College Meeting) and February 15, 2006 will be submitted at next month’s meeting for approval.

Report from the Chairperson –

- The President approved the two motions passed at the Special College Meeting on February 13, 2006:

  * That academic departments review program, course and other curricular changes that were implemented during the MCCC Work to rule period and report on these changes to the appropriate committee or to College Meeting.

  * That the College Meeting review the new schedule template, particularly in regard to the period set aside for meetings on Wednesdays.

- At the behest of the Parliamentarian, the chair reminded College Meeting members that anyone can make a motion in College Meeting at any time.

- Before spring break, Mary Moynihan, the college Meeting Parliamentarian, distributed materials explaining motions to move to informal consideration, motions to move to committee of the whole, and her recommendation for our use in College Meeting. If we wish to discuss something without necessarily reaching a resolution, a motion should be made to move to informal consideration. The usual rules of who speaks when apply; discussion can be ended with a 2/3 vote.

Report from the President – (Dr. Ross)

The President, who is attending a joint meeting of trustees and presidents at MassBay CC regarding higher education legislation, sends her apologies for not attending today’s meeting.

The President would like everyone to begin discussing the NEASC review process. The NEASC site visit will be in April 2008. Last week Dr. Ross distributed to everyone the minutes taken on Professional Day, January 2006, because they contain considerable information to help with the self study process.

Dr. Ross also asked that anyone interested in chairing one of the eleven standards committees or in chairing the overall self-study process, please let him or the President know by May 1. You can discuss the standard you might be interested in with Vice-President Norris, President Schatzberg, or Vice-President Ross. The committees will begin their work in September 2006.

Items of note:

- Juanita Sweet sent out an email today about the free Vita Tax program.
- Debra Murphy has taken the lead in the accreditation for the Early Childhood Education program. Debra has also been selected as one of 45 evaluators who will evaluate other Early Childhood Education programs nationally. She continues to shine for all of us.
• Nancy Willets received the distinguished advisor award from the regional Phi Theta Kappa office.
• In addition, CCCC was the first runner up for most distinguished chapter in the New England region.

Report from the Vice President – Dixie Norris

Budget – All indications are that the BHE will use the budget formula developed for distribution of the State Appropriation. Serious discussion of funding the revenue gap is taking place, using the seven-year plan. The proposed budget would provide state funding for over 50% of our operating budget; however, even with that, we are still more than $600,000 behind the 2001 state appropriation.

Tech Building Update – We are closer to taking occupancy of the building. A couple of items still need to be resolved prior to signing off on the building. We are working on the logistics for relocation and for use of the vacated spaces. We will share those plans with the College community.

Report from the National Coalition Building Institute Team (NCBI) - Jeanmarie Fraser and Jim Kershner (other members are Kathleen Clarke, Dianne Gregory and Marsha Sylvia)

The team has had one day of training with NCBI; additional training is planned for sometime in June. The team is learning techniques and methods to introduce to the college. NCBI’s vision is “changing hearts not minds.” NCBI understands that people may think differently but believes that everyone should listen and respect each other’s views. Two significant principles are that every issue counts and skilled training generates empowerment. Jeanmarie shared the ground rules that she tries to follow in discussions.

Jim Kershner stated that NCBI has had great success and that more things unite us than divide us.

Request (Pat Tatano): That the College Meeting discuss the common meeting period.

Motion: Move to informal consideration regarding the common meeting period on Wednesdays from 12 to 1:30. Seconded.

After considerable discussion of the benefits and drawbacks of the common meeting time, the suggestion was made that the Chair establish an ad hoc committee of representatives from the various departments and areas, including students, affected by the common meeting period. She agreed to do so and will solicit volunteers to serve on such a committee via email.

Reports from the Committees –

Academic Policy and Standards Committee – Elaine Madden
The committee has been working on academic standing and has surveyed other community colleges in the state. The committee hopes to bring a recommendation for the policy to College Meeting next month.

Academic Technology – Pat Tatano
The web page portal will be reworked in the foreseeable future, which should improve logging into Blackboard etc; the spam filter has not been dropped. Thanks to Dan Gallagher and staff, the Campus Crier has been brought back to be used when our email goes down.

Counseling and Advising – Victor Smith
The committee’s focus this semester is retention.

Curriculum and Programs – Jim Kershner
Information was emailed to everyone; at the February 22nd meeting, C & P voted to change “Guidelines for Completing the Course Syllabus” so that Item 3, “Purpose and Aims,” will read “Student Learning Outcomes (instructional objectives, intellectual skills).”
Institutional Research and Development – John Grant
The minutes were emailed to members. John Grant asked David Ziemba to speak about NEASC Standard 2, Planning and Evaluation. IRPC is interested in this standard, particularly Planning, Section 2.2, and Evaluation, sections 2.4 and 2.5.

A program review process was developed and put in place just prior to work to rule. IRPC would like input from College Meeting. Please contact John Grant or David Ziemba. Mary Moynihan asked if College Meeting was in the program review process. David will check on this.

David Ziemba will be doing a forum on the results of last year’s Community College Survey of Student Engagement on Wednesday, March 29th at 12:00pm.

Faculty Professional Committee – Hemant Chikarmane
Hemant Chikarmane, representing FPC, attended the recent Board of Trustee meeting and presented his report. Among other items of interest, Mary Moynihan’s sabbatical was approved.

Motion: That the College Meeting accept the committee reports as distributed. Seconded. Accepted.

Unfinished Business – None

New Business –

Nominations for College Meeting Chair

Gail Knell was nominated as the Chair. Seconded. Move approval by acclamation. Seconded. Gail Knell will be the next College Meeting Chair.

Motion: (David Ziemba): That the College Meeting approve the Criminal Justice Two Plus Two partnership in Criminal Justice with Bridgewater State college.

David will bring the motion and the agreement to the April College Meeting for approval in order to begin the program in September.

Motion: (Jim Kershner for Jim Shaw): That the process for selection of the recipient of the Excellence in Teaching award be modified in two ways: by revising the charge to FPC regarding the award to eliminate redundancy and by changing the guidelines for the award. Seconded. Approved.

Announcements –

Student Senate – Joshua Coffey
- Collecting care packages for military until March 31.
- Faculty, staff and student volley ball game on April 7th at 2:30pm (video challenge to faculty and staff)
- Will interview students about the activity period and scheduling.
- Opportunity Expo will be held May 1st; more information will be distributed.

Readers Theatre – Nancy Willets (for Phyllis Lee)
“Twain by the Tale” will be presented April 7 & 8 in the Studio Theatre. More details to follow.

Commencement Committee – Linda Houle
A few changes for this year’s commencement:
- A large screen will drop down for easier viewing.
- Lori Crawley is planning to emphasize etiquette
• Student rehearsal will be May 24th
• The reception will be a pre-Commencement event; a jazz band will play at 5:30pm
• Faculty seating will be behind the speakers so that the families will have the best seats available.

**Scholarships** – Natalie DuBois
The list of available scholarships will be distributed this Friday.

**Write Stuff** – Sally Polito asked members to encourage their students to submit writing by April 19th to be considered for publication in the *Write Stuff*.

Meeting adjourned at 5:00pm
Respectfully submitted,
Pat McCulley