



Governance & Contractual College Committees 2020-2021

Academic Integrity Committee:

To advise the Endicott College community on matters related to the institution's Academic Integrity Policy for undergraduate and graduate programs, including (but not limited to) violations, sanctions, the appeal process, and best practices in the prevention of academic dishonesty.

Chair (elected): David DiSarro

Appointed Members: Myoung Joo Chun, Anthony D'Onofrio, T.J. Hanratty, Peter Jenner, Josh McCabe, William Pruitt, Aubry Threlkeld

Elected Members (2 faculty): David DiSarro, Anisha Nyatee

Student Representative (2 students, appointed by SGA): Justin Bowen and Justin Campbell

Reports To: Provost Beth M. Schwartz, Ph.D.

Academic Policy Committee:

To recommend academic policy and procedures that will enhance the quality and effectiveness of instruction and learning including: standards of satisfactory progress, grading students and graduation requirements, classroom procedures, standards of instruction, and other academic standards and expectations deemed appropriate by the committee or the provost. A student subcommittee focuses on issues related to course components and outreach to faculty.

Chair: Hank Feild

Appointed Members: Rosa Cadena, Laura Douglass, Carol Pelletier, Beth Schwartz

Elected Members (5 faculty): Steve Brusio, Mike Diehl, Hank Feild, Anne-Marie Scholer, Alana Tiemessen

Student Member (1 student): Catie Glennon

Reports To: Provost Beth M. Schwartz, Ph.D.

Advanced Graduate Council (AGC)

To bring together a forum of doctoral program directors and others for creating a peer network that collaborates and supports the development and ongoing administration of Ed.D. and Ph.D. programs at Endicott College. AGC members are charged with making recommendations related to doctoral education academic policy and curricula, and advising College administration on relevant issues. The group also shares best practices and ensures compliance with state and national regulatory agencies such as New England Commission of Higher Education (NECHE).

Chair: Sara Quay

Appointed Members: Justin Leaf, Sarah McMahon, Nancy Meedzan, Janet Monagle, Aubry Threlkeld, Mary Jane Weiss

Reports To: Provost Beth M. Schwartz, Ph.D.

Agenda Committee

To help the provost establish the agenda for each Faculty Assembly meeting.

Elected Members: Joy Dangora Erickson, Weican Xiao

Reports To: Provost Beth M. Schwartz, Ph.D.



Animal Care & Biosafety Committee

To meet the animal welfare committee requirement for research supported by federal grants from agencies such as National Science Foundation (NSF) and National Institutes of Health (NIH); and in response to the implementation of the Regulation of Biosafety by the City of Beverly, which requires an institutional biosafety committee. The required expertise is similar for both groups, so the combined committee manages proposals for both types of research.

Chair: Gene Wong

Appointed Members: Alefiya Albers, Gene Wong, William Burke (Beverly Board of Health Member), and additional outside members as required

Elected Members: Grace Kwan, Cindy Mitsakis

Reports To: Provost Beth M. Schwartz, Ph.D.

Assessment Committee:

To foster a culture of continuous improvement in both academic and administrative areas. Working with the director of assessment, the committee develops and recommends College-wide policies and procedures that meet accepted standards for data collection, data analysis, goals, and objectives as stated by departments and offices. The committee reviews results of assessment activities to ensure that data-informed improvements are made when necessary, and collaborates to support and provide assessment workshops and seminars.

Chair: Paul Antonellis

Appointed Members: Donny Femino, Nancy Meedzan, Marlin Nabors, Brittany Potter, Beth Schwartz, Deb Swanton

Elected Members: Alyssa Czarnecki, Beverly Dolinsky, Jennifer Flewelling

Reports To: Provost Beth M. Schwartz, Ph.D.

Calendar Committee

To develop a three-year calendar, under the leadership of the provost, that supports the goals and needs of the College, including all pertinent dates such as the start and end dates of each academic session, intersessions, events planned through Academic Affairs (e.g., Commencement), Institutional Advancement (e.g., Homecoming), Student Affairs (e.g., Orientation), and Athletics, as well as semester breaks and holidays. The committee reviews the Endicott College Faculty Association (ECFA) contract requirements in the development of the calendar, and works with the registrar to make certain that all academic sessions meet the necessary number of meeting days as established by accrediting bodies.

Chair: Rosa Cadena

Appointed Members: Laura Douglass, Jillian Dubman, Jodi Kenyon, Davi Axinn Levine, Claudine Mitchell, Corie Quill, Mark Towner

Elected Members: Phil Lombardo

Reports To: Provost Beth M. Schwartz, Ph.D.

Campus Sustainability Committee:

To review and guide implementation of campus-wide sustainability programs and formalize and enact the College's first sustainability plan.



Chair: Anthony Michetti

Appointed Members: Paul Belski, Todd Comen, Jennifer Hilton, Lauri Rawls, Mariah Slocum, Meghan Wrenn

Elected Members (1 faculty): Anna McAllister

Student Members (2 students): Abigail Robinson and Caitlyn Sievers

Reports To: COO Anthony Ferullo

Commencement Committee

To review policies and processes related to Commencement at Endicott College ensuring that the annual graduation ceremony appropriately celebrates the academic accomplishments of all of our graduates. Responsibilities include planning, developing, and implementing all aspects of the annual commencement ceremony and all other associated ceremonies. This includes making recommendations to the College for commencement speakers and working with campus officials to help identify honorary degree recipients. With a focus on continuous improvement of the ceremony, the committee reviews past practices and suggests changes as the need arises.

Chair: Beth Schwartz

Appointed Members: 2 faculty marshals, Michele Campbell, Jillian Dubman, Eileen Geyer, Becca Kenneally, Tory Pilbin, Sara Quay, Lauri Rawls (Chair of Student Events Committee), Gene Wong

Elected Members: Sharon Milne, Rich Nastasi

Reports To: Provost Beth M. Schwartz, Ph.D. and VP of Student and External Engagement Bryan Cain

Core/General Education Curriculum:

To evaluate, update, and maintain the core curriculum categories and writing designated requirements, review proposals for new courses to be added as satisfying those requirements, and periodically re-evaluate courses that are already approved in those categories. In some cases, the core/general education requirements may be the only courses a student takes outside of their major, exposing them to the liberal arts to broaden their perspective.

Chair (elected): Michel Ocean

Appointed Members: Michael Diehl (Chair of Curriculum is appointed), Karen Loomer, Michael Paige, Beth Schwartz

Elected Members (4 faculty): Michael Diehl, Kelsey McNiff, Michael Ocean, Willie Young

Reports To: Provost Beth M. Schwartz, Ph.D.

Curriculum Committee:

To oversee and review the development of new programs and courses, as well as the revision of existing programs and courses in the undergraduate college. Pursuant to this, the committee recommends approval, modification, or non-approval of proposed new and revised curriculum; acts as a clearinghouse for minor changes, such as to the titles of courses and programs, catalog descriptions, and the like for the undergraduate College; and advises the Faculty Assembly and Provost on new curriculum initiatives.

Chair (elected): Mike Diehl

Secretary (elected): TBD

Non-Voting Members: Beth Schwartz, chairperson of the Core/General Education Curriculum Committee, Donny Femino

Appointed Members: Paul Antonellis, Rosa Cadena, Laura Douglass, Gene Wong



Elected Members (5 faculty): Cindy Caruso, Mike Diehl, Katie Kilty, Anna McAlister, Matt Staffier
Reports To: Provost Beth M. Schwartz, Ph.D.

Diversity, Equity, & Inclusion Task Force:

To review, assess, and recommend strategies to improve efforts in the area of diversity, equity, and inclusion at Endicott College. Through strategic planning and programmatic development, the task force will empower and support students, faculty, and staff to build a diverse, inclusive and academically enriching campus community.

Co-Chairs: Brandi Johnson, Gail Cantor

Appointed Members: Katharine Clarke, Ben Horgan, Warren Jaferian, Marcelo Juica, Jodi Kenyon, Darryl Key, Chris Lipscomb, Ashlie Perry, Tory Pilbin, Amanda Shilo

Student Representative: Molly Hyman (SGA) and Shannon Stamps (SURJ)

Reports To: President Steven R. DiSalvo, Ph.D.

Emergency Response Team (ERT):

To be responsible for oversight of all emergency response planning and implementation, ensuring a familiarity with the Emergency Response Plan (ERP) and that it remains updated and effective. The president of Endicott College or designee is responsible for appointing an overall ERT.

Appointed Members: Steven DiSalvo, Bryan Cain, Amy Donovan, Jillian Dubman, Anthony Ferullo, Rick Gagnon, Brandi Johnson, Kerry Ramsdell, Beth Schwartz, Brian Wylie

Student Liaison: Cameron Busby

Faculty/Staff Liaison: Paul Antonellis

Reports To: President Steven R. DiSalvo, Ph.D.

ECFA Executive Board:

The officers of ECFA are elected by ECFA members on an annual basis and represent the membership.

President: Sharon Paradiso

Vice President: Sam Alexander

Treasurer: Cindy Caruso

Recording Secretary: Jason Nichol

Corresponding Secretary: Randall Livingstone

At Large: Sara Allen, Dina Gentile, Adilia James, Rimonda Maroun

Reports To: Provost Beth M. Schwartz, Ph.D.

Equity Compliance Committee

To serve in an advisory capacity on issues related to Title VII of the Civil Rights Act of 1964; Title IX of the Education Act of 1972; Student-Right-to-Know and Campus Security Act of 1990, renamed the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act in 1998 (Clery Act); and the Americans with Disabilities Act (ADA) as Amended of 2008. The committee coordinates with individuals responsible for compliance with any components of these laws, and summarizes all requests (ADA), reports and complaints of discrimination based on these laws along with outcomes each year, and



reports to the president. It will also verify that the Professional Learning & Development Committee includes Title VII, Title IX, and ADA in its annual compliance training curriculum.

Chair: Katherine Whidden

Appointed Members: Kaitlin Desbiens, Christy Galatis, Warren Jaferian, Bryan Karsis, Brittany Potter, Maureen Spellman

Elected Members: Luke Reynolds, Boyun Woo

Reports To: Interim Associate Vice President of Human Resources Katherine Whidden

Faculty Assembly Officers

To vote on recommendations. The Assembly consists of all teaching and non-teaching faculty, the registrar, deans, associate deans, assistant deans, and department chairs, each individual representing one full vote. The officers, secretary, and parliamentarian, are elected in September at the first meeting of the Assembly or another time as deemed appropriate by the faculty. Other members of the College are welcome to attend meetings, but do not have voting privileges.

Secretary: Sharon Milne

Parliamentarian: Rich Nastasi

Reports To: Provost Beth M. Schwartz, Ph.D.

Faculty Professional Development Committee:

To establish annual criteria and funding levels and distribute monies. The committee is composed of three bargaining unit members designated by the president of the association and three persons appointed by the provost. The provost casts tie-breaking votes when needed. See the ECFA Agreement for more details.

Co-Chairs (appointed): Randall Livingstone and Rimonda Maroun

Appointed Administration Members: Renee Crawford, Becca Kenneally, Beth Schwartz, Gene Wong

Appointed ECFA Members (3 faculty): Randall Livingstone, Phil Lombardo, Rimonda Maroun

Elected Members (2 faculty): Alefiya Albers, Liz Matelski

Reports To: Provost Beth M. Schwartz, Ph.D.

Graduate Curriculum Committee

To review and endorse graduate curricula proposals submitted by colleagues (typically graduate program directors or academic deans) ensuring that they are academically sound and forwarded to the Provost.

Chair: Sarah McMahon

Appointed Members: Cindy Bashaw, Brian Courtemanche, Anthony D'Onofrio, Randy Hopkins, Josh McCabe, Bethany Rice, Kevin Renz, Aubry Threlkeld, Mary Jane Weiss

Non-Voting Members: Rosa Cadena, Donny Femino, Linda Lugo-Israelsohn

Reports To: Provost Beth M. Schwartz, Ph.D.

Institutional Advancement Committee

To review fundraising strategies for the College and provide guidance in the areas of faculty, staff, athletic, corporate, and foundation giving; and assist with messaging and vision for the upcoming comprehensive campaign.



Chair: David Vigneron

Appointed Members: Michele Campbell, James Daley, Jillian Dubman, Chris Lipscomb, Dale McLennan, George Sherman, Aileen Torrance

Reports To: President Steven R. DiSalvo, Ph.D.

Institutional Review Board (IRB)

To oversee the process governing human subjects research at Endicott and review research proposals submitted by external individuals or groups.

Chair: Nathalie Saltikoff

Vice Chair: Josh McCabe

Appointed Members: Paul Antonellis, Jack Duggan, Marty Farmer, Donny Femino, Jennifer Hilton, Josh McCabe, William Pruitt, Bethany Rice, and Mary Jane Weiss

Elected Members: Alefiya Albers, Beverly Dolinsky, Danielle Leone-Sheehan, Rimonda Maroun

Administrative Coordinator: Lorraine Lee

Reports To: Provost Beth M. Schwartz, Ph.D.

Planning Team

To serve a critical role in the success of the strategic planning and implementation process. This group leads the campus discussion on the development of the plan objectives, measure, and initiatives; and serves as the voice of the campus community ensuring that the strategic planning process is both collaborative and efficient. The Planning Team remains in place for the duration of the strategic plan; membership will be reviewed every two years.

Chair: President Steven R. DiSalvo, Ph.D.

Appointed Members: Chris Barnhill, Bryan Cain, Renee Crawford, Amy Donovan, Jillian Dubman, Anthony Ferullo, Rick Gagnon, Brandi Johnson, Jodi Kenyon, Evan Lipp, Meghan Monaco, Marlin Nabors, Jennifer Pearce, Lara Salahi, Beth Schwartz, Amy Smith, Aubry Threlkeld, David Vigneron, Katherine Whidden, Brian Wylie

Reports To: President Steven R. DiSalvo, Ph.D.

Professional Learning & Development Committee

To develop a robust curriculum of learning activities that promotes a shared culture and organizational knowledge base at Endicott, providing the opportunity for employees to develop skills to help them do their current jobs better or prepare them for their next jobs; and implement a management-focused curriculum ensuring that all leaders (and future leaders) are prepared to effectively manage people, processes, and change

Chair: Katherine Whidden

Appointed Members: Cheryl Brennan, Renee Crawford, Hedrick Ellis, Marcelo Juica, Joshua Lynch, Dale McLennan, Allison McPhedran, Claudine Mitchell, Lara Ramsay, Sara Quay

Elected Members: Alyssa Czarnecki, Lara Salahi

Reports To: Interim Vice President of Human Resources Katherine Whidden

**Ranking Committee:**

To make recommendations to the College administration regarding those faculty who apply for advancement in rank. Such application for promotion through the ranks of instructor, assistant professor, associate professor, and professor must be submitted to this Committee prior to January 15. Faculty planning to apply for promotion in rank should notify the provost by October 1. See the ECFA Agreement for more details.

Chair (elected): Michael Diehl

Appointed Members: Beth Schwartz

Elected Members (Full Professors – 4 out of 7 members must have doctorates)

1-year term: Michael Diehl, Bev Dolinsky, Year 2 of 2-year term: Andy Brody, Larry Volk, Gab Watling; Year 3 of 3-year term: Dena Gilby, Katie Kilty

Reports To: Provost Beth M. Schwartz, Ph.D.

Sabbatical Leave Committee:

To evaluate faculty sabbatical proposals and make recommendations to the College administration.

Chair (elected): Dina Gentile

Appointed Members: Beth Schwartz and Mark Herlihy

Elected Members (5 faculty): Dina Gentile, Dena Gilby, Michael Kilburn, Chris McDaniel, Yan Wang

Reports To: Provost Beth M. Schwartz, Ph.D.

Student Engagement & Retention Committee

To develop an intentionally constructed student experience by working across the campus community. This work will be realized through both an inside and an outside-of-the-classroom learning curriculum that prioritizes key developmental and growth opportunities for students, furthering their education and deepening their engagement with the College. This committee's purpose is to enhance the quality of student life and learning, resulting in increased student success and growth of retention and graduation rates.

Co-Chairs: Marlin Nabors, Allison Muise

Appointed Members: Davi Axinn Levine, Paul Belski, Molly Buckley, Kate Chroust, Warren Jaferian, Becca Kenneally, Teresa McGrath, Lyndsey Moss, Brittany Potter, Sean Quirk, Lindsey Singleton, Dana Tobey, Marcia Toomey, Amy Wilichoski

Elected Members: Cathy Butler, Mariellen Fidrych, Todd Wemmer, Elizabeth Winthrop

Student Members (2 students): Sabrina Moul and Connor Sackos

Reports To: Provost Beth M. Schwartz, Ph.D. and VP of Student and External Engagement Bryan Cain

Student Events Committee

To manage and curate a list of high profile tradition-building events for students, family, and alumni by working across the campus community. These events are unique in their value to the campus in that they are celebratory, inclusive of all community members, and capitalize on the intersections of various constituencies.

Chair: Lauri Rawls

Appointed Members: Katie Bettencourt, Katharine Clarke, Amy Cohen, Joe Flynn, Mark Kulakowski, Alyssa Laurenza, David Le, Tory Pilbin, Darren Stewart

Elected Members (1 faculty): Linda Robson



Student Members (2 students): Alison Reed and Maddie Smith

Reports To: Vice President of Student and External Engagement Bryan Cain

Technology Committee:

To recommend strategic and operational plans for the use and integration of technology on campus and keep the College current with an evolving, interactive, student-centered, and collaborative electronic learning environment. The committee makes recommendations to the President's Council for the development and future use of campus technologies. An academic subcommittee and administrative subcommittee address issues related to the respective audiences.

Chair: Amy Donovan

Appointed Members: Kent Barclay, Allan Brockenbrough, Renee Crawford, T. J. Hanratty, Dale McLennan, Corie Quill, April Savage, Alison O'Toole, Aileen Torrance

Elected Members (1 faculty): Hank Feild

Reports To: Vice President of Finance and COO Anthony Ferullo
