

## Minutes

### NSCC

#### Board of Trustees

Tuesday, April 25, 2023, 4:30pm - 6:30pm

#### Lynn Board Room and Zoom

##### In Attendance

J.D. LaRock, Maria Vega Viera, Barbara Heinemann, AnhDao Tran-Moseman, Michael Pollack, Francesca Purcell, Angel Garcia

##### Zoom Attendees

Andrea Gayle-Bennett, Richard Yagjian

##### Not in Attendance

Rosario Ubiera-Minaya, Joseph Riley

##### Additional Attendees

President Heineman, Jill Palermo, Jennifer Mezquita, Andrea DuFusco-Sullivan, Jan Forsstrom, Kathryn Nielsen, Timothy Johnson, Eileen Gerenz, Cristy Sugarman, Laurie LaChapelle, Jason Marsala, Nikki Pelonia, Torrey Dukes, Josiah Bourgeois, Natalie Aleman, Kevin Marshall, Jamie Wicks, Debbie C., Robert Vaccaro, Nicholas Royal

#### 1. 4:30pm Call to Order

Chair LaRock called the meeting to order at 4:43 p.m.

#### 2. 4:35pm New Members of the North Shore Community

President Heineman read names, titles and departments of new employees at NSCC. New employees who were present were invited to introduce themselves.

#### 3. 4:40pm Public Comments

There were no public comments

#### 4. 4:45pm Student Trustee Report

Trustee Garcia reported that the Student Services Awards will be held on April 26, in the Lynn Gymnasium. These awards honor the Student Clubs and Organizations on campus. Trustee Garcia will be speaking at the Awards Ceremony. The Phi Theta Kappa inductees will also be honored.

Trustee Garcia will also be speaking at the Champions Breakfast event on April 27.

Trustee Garcia reported the following updates from the SGA:

- SGA continues to work on developing and improving the relationship between students and the Campus Police Department.

- SGA will be sending out another survey to gauge student satisfaction on the improvements made to the wifi on campus. He reported that they have received mostly positive feedback so far.
- The college was able to purchase a refrigerator for the Food Pantry. Students, Faculty and Staff with food insecurities will be able to take advantage of this.

In closing Trustee Garcia expressed his gratitude to the Board for their support and encouragement as his graduation approaches.

#### 5. 5:00pm Education Report: Student Success Strategies Timeline and Reporting

Dr. Mezquita reviewed the presentations from February and March that led up to the April Education Report. Discussion items included:

1. Strategic priorities timeline
2. Year one tactical plan status
3. Academic outcomes metrics dashboard samples
4. Student Success Committee

The April Education Report highlights the importance of the current Program Review Process happening that ensures the programs being offered at NSCC are current and competitive in today's job market. She also explained how we will report on these metrics moving forward. She shared data and graphs to show the equity gaps in our current programs and reviewed the plan to close these gaps in alignment with the Strategic Plan.

A robust conversation followed. Touching on topics from the lofty goals of the plan, to which President Heineman explained the seriousness of the tasks at hand and the backing that will support these goals.

Trustee Gayle-Bennett spoke to the Mental Health Crisis and the shortage of Mental Health Counselors, asking how we plan to address this shortage, as well as how we plan to address the equity gaps. Dr. Mezquita explained that the college is trying to pivot and focus on the "wellness" piece and working toward keeping our community well to try to avoid crises from happening ahead of time. To address the equity gaps Dr. Mezquita spoke to the many pilots being run at the college such as imbedded tutoring, where a tutor is in the classroom while class is in session to make this service unavoidable. Our data shows that having an imbedded tutor in high D-F-W classes has proven successful already. President Heineman remarked that the Early College program will be key to tackling the equity gaps.

NSCC's Board of Trustees has developed a Student Success Committee chaired by Trustee Purcell. The committee is actively looking for members. This committee will look at student success metrics and report back to the Board of Trustees of their findings. Trustee Tran-Moseman suggested the Student Success Committee meet with the Finance Committee a few times a year (once a semester) to ensure the work of both committees in line with each other.

#### 6. 5:30pm Chair's Report

- a. Review minutes of 3/21/23

Chair LaRock asked if there were any corrections or edits to the minutes of 3/21/23. Chair LaRock noted one typo on pg 1, this has been corrected. He then asked for a consensus motion to approve the minutes of 3/21/23.

\*Consensus Motion 23:15 to accept the minutes of 3/21/23

Move: Barbara Heinemann      Second: Francesca Purcell  
Motion Passed

b. Finance Committee Report

i. Q3 FY23 Budget Review

Tim Johnson reviewed the Q3 Budget reporting that revenue is up slightly. There have been a few hiccups in miscellaneous income and that expenses are running better than expected. He reported that at the end of the year we are projected to come in just under budget. Open positions at the college are the main reason for the surplus. We are saving on energy costs thanks to long term contracts we have with the energy vendors. Grants have also helped keep costs down. Early College tuition reimbursement increases have helped as well. In closing he reported that our reserves have gone up slightly and are stable.

\*Chair LaRock asked for a motion to accept the Q3 Review.

Move: Michael Pollack      Second: Barbara Heinemann  
Motion: Passed

ii. FY24 Budget Preview

Jan Forsstrom reviewed the context for the FY 24 budget. She stated that our planning should inform our budget, not the other way around. For the FY 24 budget there are many factors, pointing out that all the presentations today are connected and that the budget has a piece in all areas of the college. Highlights from the Budget Preview included:

- Preliminary FY24 operational budget will be proposed in June 2023 under a still uncertain economic forecast, but also with a positive health environment (COVID emergency and mandate lifted May 12, 2023)
- The NSCC Cash position is very strong (approx. \$40m cash on hand and reserves)
- NSCC Finance metrics are positive and above average compared to our peers
- State appropriation/legislative support is unprecedented for public Higher Education in FY24.
- NSCC is in a strong financial position overall to provide flexibility in support of a new 5 year Strategic Plan, address improvements in enrollment, the equity agenda and holistic student experience, and lay a strong foundation in FY24 for transformative culture.

- The Strategic Planning Tactical Plan, which will drive the Budget for FY24, will focus on strategies for improved programs/services and initiatives under the Strategic Plan priorities.

7. 5:50pm President's Report

a. Community Policing

Lieutenant Kevin Marshall presented the Community Policing report in Chief Cook's absence. The report highlighted the NSCC Police Department's focus on Community Engagement, Support and Respect within the college community and beyond.

Highlights of the report included:

- Under the direction Chief Cook, the focus and structure of the NSCC Police Department has been adapted to better represent the priorities of the NSCC community.
- Centralized our focus on engagement, support and respect of our community.
- Transitioned some of our police officer positions into security officer positions in order to also offer a civilian response to calls for service.
- Increased our training requirements and employee accountability.
- Increased partnerships through communication and collaboration.
- Increased our focus on transparency through the use of body cameras.
- Increased our recruitment efforts by offering new salary incentives.

Following the report Chair LaRock asked for some insight on the college's preparedness for an active shooter situation, to which the Board was informed of the following:

- NSCC has an Emergency Response Team that meets monthly.
- AVP Wicks reviewed the systems NSCC already has in place such as internal locking doors, blinds in the windows, and various drills that take place throughout the year, as well as the implementation of the NSCC Police Officers wearing newly purchased body cams. Lt. Marshall pointed out that both the officers and the students are excited about the use of the body cams as a way to hold everyone accountable.
- NSCC has begun offering Mental Health First Aid trainings for Faculty and Staff at NSCC. This is a comprehensive all-day training that has had great response with over 20 people attending the first training on a Saturday! The college will be holding more as demand for this training is high.

b. New Enrollment and Recruitment Strategies

Due to time constraints this item was tabled until the June meeting.

8. 6:25pm Other Business

There was no other business.

9. 6:30pm Adjournment

The meeting was adjourned by Chair LaRock at 6:41 p.m.