

MINUTES

Doc: 7 FY 2023

NSCC

Board of Trustees

Tuesday, September 27, 2022, 4:45 pm - 6:30 pm

Lynn Community Conference Room and Zoom

In Attendance

Anh Dao Tran-Moseman; Barbara Heinemann; Dr. J.D. LaRock; Maria Vega-Viera;
Angel Garcia

Not In Attendance

Andrea Gayle-Bennett; Joseph Riley; Richard Yagjian

Additional Attendees

President William Heineman; Provost Jennifer Mezquita; Jill Palermo; Dr. Bonie Williamson; Vice President Jan Forsstrom; Timothy Johnson; Laurie LaChapelle; Miranda Gualtieri; Linda Brantley; Jason Marsala; Stephen Creamer; Justine Caron; Nikki Pelonia; Andrea DeFusco Sullivan; Eileen Gerenz; John Duff; Kimberly Odusami; Andria Castillo; Samantha Cosentino; Debra Santoro; Josiah Bourgeois; LT Kevin Marshall; Cristy Sugarman

1. 4:45pm Call to Order

Chair LaRock called the meeting to order at 4:46pm.

2. 4:46pm 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. 4:50pm Public Comments

There were no public comments.

4. 4:55pm Welcome New Student Trustee

New Student Trustee Angel Garcia was welcomed to the Board. Angel is a second year Liberal Studies major, with a focus on history. Angel looks forward to serving as the student trustee.

5. 5:00pm Education Report Doc: 1 FY2023

Provost Jennifer Mezquita introduced Dr. Bonie Williamson, Dean of Students, to present the education report.

Dr. Williamson reviewed Student wellness and mental health at the College. Mental Health services and resources include an Institutional Mental Health Response Committee, Wellness and Mental Health Services, and Training and Resources. A Director of Wellness and Mental Health Services is a new position in Wellness and Mental Health Services, as well as Telehealth Counselors. Training and Resources include Mental Health First Aid: Train the Trainer.

Dr. Williamson reported that telehealth counselors are available 24/7 and can be accessed through the MyNorthshore portal through LifeWorks. Real-time single session support is available in several languages to include English, Spanish, French, Mandarin and Cantonese. There is also direct support to faculty and staff who work with students including assisted referrals with verbal consent from student.

There was discussion about additional services and staffing and also discussion about connecting services to individual health plans.

Dr. Williamson added that with additional staffing and services, the focus now is on prevention and resilience while still maintaining crisis counseling.

6. 5:15pm Chair's Report

a. Review Minutes of 6/15/22 and 8/24/22 Doc: 2 FY2023 and Doc: 3 FY2023

Chair LaRock asked if there were any corrections or edits to the minutes of 6/15/22 and 8/24/22. Hearing none, he asked for a consensus motion to approve the minutes of 6/15/22 and the minutes of 8/24/22.

- Consensus Motion 23:01 to approve the minutes of 6/15/22 and 8/24/22

Move: Barbara Heinemann Second: Maria Vega-Viera Status: Passed

b. Election of Vice Chair (s)

Chair LaRock asked if trustees had any nominations for Vice Chair (s). Hearing none, he nominated Trustees Riley and Vega-Viera to continue as Co-Vice Chairs, expressing gratitude for their assistance and counsel in FY2022.

- Motion 23:02 to elect Vice Chair (s)

Move: Anh Dao Tran-Moseman Second: Barbara Heinemann Status: Passed

c. Board review of annual agenda grid for 2022-2023 Doc: 4 FY2023

President Heineman reviewed the annual agenda grid for 2022-2023. Most months include important budgetary items and the Board self-evaluation is planned for early 2023. It is the intent to showcase as much as possible the college's educational initiatives. President Heineman also noted that reports on strategic planning timeline could shift somewhat.

There was brief discussion about a touchpoint for the NECHE findings and also a brief discussion about understanding the educational impacts of COVID, which President Heineman plans to address in October or December as part of an Education Report.

d. Appointment of Clerk Jill Palermo

Chair LaRock appointed Jill Palermo Clerk of the North Shore Community College Trustees.

7. 5:30pm Finance Committee

a. FY2023 Annual Budget Review Doc: 5 FY2023

Trustee Tran-Moseman reviewed the FY2023 Annual Budget. She reported that the budget's enrollment and revenue assumptions are conservative and that the state appropriations are approved and finalized.

Tim Johnson reviewed expenses. Payroll expenses have remained the same, while non-personnel expenses in advertising and IT have increased.

There was discussion about cost containment, HEERF lost revenue support, operating deficit, cumulative enrollment decline, and the college's reserves. There was also discussion about investments, the strategic plan, the revenue model, and transcending a cost containment strategy. Chair LaRock commented that he has not observed a significant shift from the cost containment strategy of the past 5 years. Trustee Tran-Moseman added that cost containment should not be a priority of the strategic plan.

- Motion 23:03 to accept the FY2023 Annual Budget

Chair LaRock asked if there was a motion to accept the FY2023 Annual Budget.

*Chair LaRock indicated that his vote to accept the FY2023 Annual Budget is not an affirmation of the substance of the strategy and that the college must focus beyond the strategy of cost containment.

Move: Barbara Heinemann Second: Maria Vega-Viera Status: Passed

8. 5:55pm President's Report

a. Strategic Plan

President Heineman reported that the college had the second touchpoint meeting with Commissioner Santiago and BHE staff earlier that day. The feedback was favorable on the plan submitted. Metrics and equity gaps were discussed at length. A new Commissioner will be in place on November 1st and will bring the plan forward. Feedback from the August Board Retreat and from the college community was incorporated in the plan submitted and the college forum gave an affirmative vote of 97%. The next step is to revise the plan again and have a new draft out in 2-3 weeks in preparation for the October Trustee meeting to ask for approval.

There was discussion about the latest draft plan that includes a clarifying and strengthening of the language about Priorities 2 and 3 and their metrics, as well as setting a context for a different approach to the finance strategy. Jason Marsala was asked to comment on the strategic planning process and reported that the process has been inclusive and all-encompassing with important shifts in faculty and staff attitudes resulting in a shared sense of hope.

The October meeting is planned to give ample time to the strategic plan.

b. Enrollment Update Doc: 6 FY2023

Laurie LaChapelle reviewed headcount and credit trends, race and ethnicity trends, age range trends, students by type, new students, early college students, and growing programs.

Headcount is down 4% in one year and 23.8% in five years. Credits are down 10.1% in one year and 29.5% in five years. There is an annual uptick in Black and Hispanic students, but it is not yet back to pre-pandemic range. The under age 17 age range has grown as early college has expanded and New Early College students have grown by 287% since 2018. Growing programs include Early College, Database Management and Security, Developmental Disabilities, Digital and Social Marketing, Aviation, Funeral Service, Computer Programming, and Cosmetology.

There was discussion about marketing investments, growing programs and the largest-enrolled programs, data gathering, and early college.

9. 6:25pm Other Business

There was no other business.

10. 6:30pm Adjournment

The meeting was adjourned at 6:15pm.

Move: Barbara Heinemann Second: Anh Dao Tran-Moseman Status: Passed