

Minutes, Approved 4.24.19

North Shore Community College

Board of Trustees

February 2019

Wednesday, February 13, 2019, 9:00 am - 10:00 am

Danvers Board Room, DB343

In Attendance

Alex Stone; Anhdao Tran-Moseman (via SKYPE); Dharma Cortes; Dr. J.D. LaRock; Jon Gjorga; Joseph Riley; Maria Vega-Viera; William DeRosa

Not In Attendance

Dale Pyatt; Kevin Harron; Nicole Bluefort

Additional Attendees

David Houle, Tim Johnson, Janice Forsstrom, Linda Brantley, Trish Callahan, Stephen Creamer, Jermaine Williams, Karen Hynick, Madeline Wallis, Michael Badolato, Cate Kaluzny, Patricia Gentile, Miranda Gualtieri

1. Call to Order

Chair LaRock opened the meeting.

2. Public Comments

No public comments.

3. Acknowledgement of Dale Pyatt

Acknowledgement of Dale Pyatt postponed. He could not come to the meeting.

4. Student Trustee Report

Jon Gjorga gave the Student Trustee Report. A survey about student government was sent out as well as cards for mobile markets. There are Town Halls planned in early March on both the Lynn and Danvers campuses.

5. Chair's Report

Chair LaRock gave a debrief of the ACCT Conference in Washington D.C. He attended sessions with many US Representatives and Senators. Programs may be coming that will support the workforce side of public colleges.

a. Motion 19:12 to approve minutes of 11/14/18

Doc: 34

Chair LaRock asked if there were any corrections or comments to the minutes of 11/14/18. Dharma Cortes corrected the spelling of the Country, Colombia. Chair LaRock asked for a motion to approve the minutes of 11/14/18 (with the correction).

Move: Alex Stone Second: Maria Vega-Viera Status: Passed

b. Annual Memorandum of Agreement NSCC Foundation Board
Doc: 35

The Annual Memorandum of Agreement of the NSCC Foundation Board was reviewed. There are no changes, only a new template. The Foundation Board has approved and signed it.

- Motion 19:13 to accept Annual Memorandum of Agreement of the NSCC Foundation Board

Chair LaRock asked for a motion to accept the Annual Memorandum of Agreement of the NSCC Foundation Board.

Move: Alex Stone Second: Dharma Cortes Status: Passed

6. Committees

a. Finance and Audit Committee

- Updated FY18 Financial Statements
Doc: 46, 47

President Gentile reviewed the Updated FY18 Financial Statement.

i. Motion 19:14 to approve Updated FY18 Financial Statements

Alex Stone asked for a motion to approve the Updated FY18 Financial Statements.

Move: Joseph Riley Second: William DeRosa Status: Passed

- Q2 Budget to Actual
Doc: 36

Alex Stone began the review of the Q2 Budget to Actual. Overall the college is in a good position. Jan Forsstrom indicated that there are still some timing issues. Chair LaRock asked about enrollment and a discussion ensued about the continued downward trend due to demographics and competition. President Gentile reported that NSCC is looking at how the structure can change to attract the adult learners by increasing online and hybrid courses and accepting credits for prior learning. More aggressive marketing is planned with a newly contracted Media Placement Service as well as a new mobile friendly website. Many strategies are in the process of being mapped out to mitigate this downward trend.

Chair LaRock commented on how hard the college has been working on this issue and stressed how serious it is for all Community Colleges and its impact on the caliber of the institutions and employees.

Dharma Cortes asked about new programs in Professional Development and Continuing Education, as well as Anhdao Tran-Moseman questioning what the college is doing to make connections with businesses. President Gentile reported that NSCC is reinventing internships and that there is a full time employee focused on this. The Year Up program will be implemented next academic year in Lynn and will bring with it 80 new students. Eastern Bank is a sponsor of this program.

i. Motion 19:15 to approve Q2 Budget to Actual

Alex Stone asked for a motion to approve the Q2 Budget to Actual.

Move: Dr. J.D. LaRock Second: William DeRosa Status: Passed

b. Policy and Planning Committee

Chair LaRock thanked the Policy and Planning Committee for their work.

- Approve Recommended Policies
Doc: 37, 38

Maria Vega-Viera reviewed the policies put forth for approval. Anhdao Tran-Moseman asked that inclusion be clarified. There was discussion as to whether the definition of inclusion is addressed in any other policies. President Gentile will check the policies and report back to the trustees. It was agreed that Policy CP10500 Student Expression would be removed from the motion.

i. Consensus Motion 19:16 to Approve Recommended Policies
Doc: 39

Maria Vega-Viera asked for a consensus motion to approve the recommended policies with the exception of CP10500 Student Expression.

Move: Dr. J.D. LaRock Second: Joseph Riley Status: Passed

7. President's Report

a. Funeral Services Program
Doc: 42, 43

Dr. Karen Hynick presented the Funeral Services Program. There is only 1 other provider of an approved program in this area, a small private program with 22 students. This program does not have the capacity for workforce, but NSCC's Program is designed for the workforce, with classes being 1 day a week on Tuesdays. There are already 10 students interested in enrolling. Dr. Hynick has spoken with Mt. Ida and Cape Cod Community College. There is not concern with the programs being so far apart

geographically. Joe Riley asked about costs and commented as to this program being a unique, long range opportunity. Jon Gjorga reported that students may be more comfortable with job opportunities with this new program.

- Motion 19:17 to approve Funeral Service Program

Chair LaRock asked for a motion to approve the Funeral Service Program.

Move: Maria Vega-Viera Second: William DeRosa Status: Passed

b. NECHE - Input Session
Doc: 41

Dr. Michael Badolato and Cate Kaluzny conducted an input session for NECHE. Trustees were each asked to share strengths and challenges of the Board. Common strengths included diversity and a positive culture. Common challenges included uneven participation and the inability to have deep, meaningful discussion in the limited time. Dr. Badolato will be integrating this information into the NECHE draft narrative and then begin work on the next 2 sections: Appraisal and Projection. Anhdao Tran-Moseman asked if the College has input as to the Trustees strengths and challenges. President Gentile reported that there is a committee that is working on that and it will be included in the next iteration. The Board of Trustees will see and approve the document at the June meeting.

8. Human Resources Development
Doc: 45

There was not time to review the Human Resources Development.

9. Adjournment

Chair LaRock asked for a motion to adjourn the meeting.

Move: William DeRosa Second: Joseph Riley Status: