

Approved 6.19.19

North Shore Community College

Board of Trustees

April 2019

Wednesday, April 24, 2019, 8:15 am - 10:00 am

Danvers Board Room

In Attendance

Anh Dao Tran-Moseman; Dharma Cortes; Dr. J.D. LaRock; Jon Gjorga; Joseph Riley; Maria Vega-Viera; Nicole Bluefort; William DeRosa

Not In Attendance

Alex Stone; Dale Pyatt; Kevin Harron

Additional attendees:, Tim Johnson, Janice Forsstrom, Linda Brantley, Stephen Creamer, Karen Hynick, Madeline Wallis, Patricia Gentile, Miranda Gualtieri, Laurie LaChapelle, Lori Carlson, Andrea Sullivan, Moonsu Han, Isabella Reppucci, Caleb Reddick, Phil Domer, Spencer Meehan, Benjamin Gonzales, Matthew Siroas, Douglas Phillips, Marco David Smith, Jamie Perry

1. Call to Order

Chair LaRock called the meeting to order.

2. Public Comments

No Public Comments.

3. Federal Reserve Bank Challenge Trophy Presentation

Professor of Economics Moonsu Han thanked the Board for their support. The team had back to back wins. The team captain Isabella Repucci and her fellow teammates each shared a highlight of the competition.

4. Acknowledgement of Chef Instructor Douglas Phillips

President Gentile acknowledged Chef Douglas Phillips, Instructor in the Culinary Arts Program. Chair LaRock asked Douglas how he got into his profession. Douglas grew up in Ohio and knew at an early age that he wanted to be a chef. He worked 2 jobs while going to school and then attended the Culinary Institute of America. He has a passion for teaching and enjoys being able to share his skills and experience with students at NSCC. His new Baking and Pastry Certificate is growing in enrollment.

5. Student Trustee Report

Jon Gjorga reported that NSCC is working on an idea of sharing the Salem State University Viking mascot and a student survey is being collected. President Gentile added that NSCC has an agreement with SSU to participate in some activities such as sports.

6. Student Showcase

a. Transfer Student Enis Plasvic

Enis Plasvic thanked the Board for the opportunity to speak. Enis spent his early childhood years in Bosnia and then came to the U.S. and grew up in Winthrop. After high school, he attended Drexel University, but was not feeling connected there. He came back to the area and enrolled in NSCC, where he felt supported and comfortable. He will be graduating in May and will go to Ohio State in the Fall to study finance and economics. After graduation from OSU, he plans to go back to Bosnia to help the people with economic recovery.

7. Chair's Report

a. Discussion on FY20 Commitment to 100% Trustee Philanthropic Participation

Chair LaRock asked Trustees to participate in philanthropic giving, in whatever capacity possible. He also asked that they make every effort to participate in signature events. Miranda Gualtieri will recirculate the dates of upcoming events in May: Commencement, Scholarship Reception and Employee Recognition Breakfast.

b. Motion 19:20 to approve Minutes of 2/13/19, Doc:48

Move: William DeRosa Second: Joseph Riley Status: Passed

c. Motion 19:21 to approve minutes of 3/20/19, Doc: 55

Move: Jon Gjorga Second: Anhdao Tran-Moseman Status: Passed

d. Motion 19:22 to approve minutes of Special Meeting of 3/25/19, Doc: 56

Move: William DeRosa Second: Jon Gjorga Status: Passed

8. Committees

a. Finance and Audit Committee

- Proposed FY20 Tactical Plan, Doc: 57

President Gentile reported that the Tactical Plan has 14 strategies including some ongoing commitments and work from FY19, such as Year Up, which will focus in the IT pathway and be co-located at our Lynn Campus. The coming year will see other such commitments implemented such as the Smith Family Foundation grant and Early College Designation School program, the Bertolon Center in our Sim Labs, and several other ongoing programs. It is also the NECHE visit year and then after that the start of the next strategic planning cycle. Also included in the tactical plan is the creation (and hopefully funding) of a major capital grant application to renovate the science labs at both Danvers and Lynn campuses. This would be for the FY2021 implementation, if awarded by the state. Although enrollment is declining, it is going up in STEM in both absolute numbers and percentage of student enrollment.

Chair LaRock added that the Tactical Plan is well done, but in the broader context, the enrollment goal set out in the strategic plan is not being met and that the Board and Management have to address that the magnitude of changes are greater than expected at the time the plan was developed.

i. Motion 19:23 to approve Proposed FY20 Tactical Plan

Move: Maria Vega-Viera Second: Anh Dao Tran-Moseman Status: Passed

- Proposed Preliminary FY20 Budget, Doc: 58

Jan Forsstrom reported that overall the Proposed Preliminary FY2020 budget is balanced. There is some reduction in revenue and expenditures, but room to make adjustments if needed.

i. Motion 19:24 to approve Preliminary FY20 Budget

Move: William DeRosa Second: Jon Gjorga Status: Passed

- Q3 Budget to Actual Doc: 67

Jan Forsstrom reported that the Budget to Actual was reviewed with Trustee Anh Dao Tran-Moseman in the Finance Committee Meeting. It will balance out at the end of year.

Trustee Tran-Moseman added that an improvement to future reports could be a one slide summary highlighting key points on what's occurring in the budget progress to make for easier review for Trustees.

i. Motion 19:32 to approve Q3 Budget to Actual

Move: Dharma Cortes Second: Maria Vega-Viera Status: Passed

b. Policy and Planning

- CP10500 Student Expression, Doc: 59

Dharma Cortes reported that the Policy and Planning Committee reviewed the Student Expression policy. There was discussion about safety and reserving the right to say no if there are safety issues. President Gentile will consult the College Attorney. The motion will be tabled for the next BOT meeting.

i. Motion 19:25 to approve CP10500 Student Expression

Chair LaRock asked for a motion to table motion 19:25.

Move: Joseph Riley Second: Jon Gjorga Status: Tabled

- CP2435 Professional Review and Self Evaluation of the Board of Trustees, Doc: 60

Dharma Cortes reported that the Policy and Planning Committee reviewed the Professional Review and Self Evaluation policy. Maria Vega has been investigating ways to measure the Board.

- i. Motion 19:26 to approve CP2435 Professional Review and Self Evaluation of the Board of Trustees

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

- CP7400 Maintenance of Educational Records, Doc: 61

Dharma Cortes reported that the Policy and Planning Committee reviewed the Maintenance of Educational Records policy. The law requires that records be maintained.

- i. Motion 19:27 to approve CP7400 Maintenance of Educational Records

Move: William DeRosa Second: Anhdao Tran-Moseman Status: Passed

9. President's Report

- a. NECHE Standard 3: Organization and Governance, Doc: 62

President Gentile reported that Dr. Badolato continues to consolidate the work of the many committees and complete a final draft of our NECHE Self Study. She asked Trustees to review and focus on this standard. By the end of May a full final study will be available for the Board's review and vote at the June BOT meeting. It must be approved by the Trustees prior to sending to NECHE. The approved self study will be submitted in July and the visit will take place in the Fall (Oct. 27-30). On Monday, May 6th, the Chair of the Visit Team will be at NSCC and a draft schedule will be reviewed. Once approved, Trustees will be provided the full schedule and when their presence is requested with the Self Study Visit Team.

Chair LaRock added that he would like to add some depth and explanation of the collective goals to strengthen the document, as Commissioner Santiago recently noted that NSCC's Presidential Evaluation Process is data driven, quantitative and rigorous. Dharma Cortes asked if a document could be uploaded for editing. A Standard 3 Word document will be uploaded to Boardpaq for Trustee input.

- b. Curriculum Motions, Doc: 63

Karen Hynick reviewed the curricular motions. There was discussion about making programs more marketable and translatable to higher wage opportunities. Although this is addressed by STEM, this is still emerging in the fields of mental and community health.

- Motion 19:28 to approve the new 27 credit stackable certificate "Horticulture Certificate."

Move: Dharma Cortes Second: William DeRosa Status: Passed

- Motion 19:29 to approve the curriculum updates and renaming of existing stackable credit certificates, as follows:

- From Child Adolescent Behavioral Health Certificate to Child Youth Advocate Certificate
- From Gerontology Certificate to Elder Advocate Certificate
- From Mental Health Worker Certificate to Community Health Worker Certificate

Move: William DeRosa Second: Jon Gjorga Status: Passed

- Motion 19:30 to sunset the existing Associate of Science degree program in Management and Youth Worker Certificate

Move: Dharma Cortes Second: Nicole Bluefort Status: Passed

c. Bertolon Gift

President Gentile announced that the Bertolon gift for 1.765M has been fully executed. She thanked the many faculty members and staff who worked tirelessly on this initiative.

Chair LaRock commented on the collective effort this kind of endeavor requires and how it shows the amount of confidence put in NSCC.

The Bertolon's will be honored for their very generous support at the October 3rd Champions Breakfast at the Peabody Marriott.

President Gentile also announced that NSCC's Nursing Program has received full approval status.

d. The Bertolon Center

The Bertolon's have expressed a desire that the Health Care Center be called the "Bertolon Center."

- Motion 19:31 to approve the name "Bertolon Simulation Health Care Center of Excellence" to be called the "Bertolon Center." Doc: 64

Move: Dharma Cortes Second: William DeRosa Status: Passed

e. RSVP Commencement

Miranda reminded Trustees of the Pre-Commencement and Commencement Events.

f. RSVP Employee Breakfast

Miranda reminded Trustees to please RSVP if they are interested in attending the Employee Recognition Breakfast.

10. Human Resources Development, Doc: 66

There were no questions on the Human Resources Report.

11. Adjournment

Move: William DeRosa Second: Jon Gjorga Status: Passed