

**North Shore Community College
Board of Trustees
Tuesday, June 20, 2017, 5:30 pm - 7:30 pm
Lynn Campus/Community-Conf Room**

Approved September 20, 2017

In Attendance

Dr. J.D. LaRock; Elizabeth Hogan; Jesse Perkins; Lyn Kaplan; Maria Carrasco

1. Call to Order

Additional meeting attendees: President Patricia Gentile, Vice President Madeline Wallis, Vice President Jermaine Williams, Vice President Janice Forsstrom, Vice President Karen Hynick, Trish Callahan, Stephen Creamer, Linda Brantley, David Houle, Fatima Jallow Nambouh, Cathy Anderson, and the family of Zachary Holmes

2. Public Comments

No Public Comments

3. Student Update

a. Awarding of Posthumous Associates Degree in Business to the family of Zachery Joshua Holmes

Trustee Vice Chair Hogan, President Gentile, and Vice President Hynick presented posthumous degree to Laine Holmes, mother of Zachery Holmes. Family members were present.

b. Student Trustee Report

Student Trustee Jesse Perkins presented a brief report including the success of this year's Commencement; Veterans' Club fundraiser participation in the 'Run to Home Base' on July 15th which includes a June 14th event at Evviva Cucina in Beverly; working with YouthBuild in Beverly, Salem, and Peabody; and attending Red Sox Game in skybox seats courtesy of the Red Sox Foundation.

c. Intro FY18 Student Trustee - Fatima Jallow Nambouh,

FY18 Student Trustee introduction of Fatima Jallow Nambough. Fatima is Vice President of the Multicultural Society and her goal is to go into Political Science after NSCC with an emphasis on public service, helping those that need representation. She is honored to be a Trustee for the following year.

4. Chair's Report

a. Motions

- Motion 17:23 - to approve Minutes of April 25, 2017 Doc: 42 - FY2017

Move: Lyn Kaplan Second: Elizabeth Hogan Status: Passed

b. President's Evaluation Schedule Doc: 47 - FY2017

The President Evaluation Schedule has been moved out from early summer to September and October 2017 due to the data needed to support/report on the joint goals set at the start of FY2017.

Vice President Wallis will be in touch with the evaluation committee with further info and meeting dates. Committee members are Chair LaRock, Vice Chair Hogan (if not replaced with new appointed Trustee), Trustee Riley and Trustee Kaplan.

c. Alumni Elected Trustee Notification - Alex Stone

President Gentile notified the Trustees that Alex Stone '11 has been elected by the Alumni Association to serve as the Elected Alumni Trustee for a 5 year term. He has a robust interest in North Shore Community College, is mission driven and will bring a new perspective to the board. He is currently Founder & CEO of Athletes of Valor, an organization that supports transitioning military from service to career by leveraging collegiate sports.

Board of Higher Ed Meeting Update

Chair LaRock reported that the BHE Board approved selection decision by the SSU Board of Trustees for the next President of SSU, John Keenan. Though a bit controversial, the BHE Board voted unanimously to approve this decision.

5. President's Report

a. NSCC Foundation FY18 Goals & Advancement Update

- VSE Outcomes - Doc 46 - FY2017

President Gentile presented a powerpoint report that was recently shared and discussed at the Foundation Board meeting: **Annual Analysis of Outcomes Fundraising Report 2016**

The President updated the Trustees on the goals of the Foundation, Inc. She reviewed national, regional and college foundation data on fundraising contributions and endowment. The VSE provides benchmark data for public community colleges. This report was discussed with the Foundation Board and the following outcomes were approved from the report:

- We are reflective of our peer MA community college, but below the national mean for voluntary giving to public community colleges;
- Sources of giving are comparable to national mean but we could grow our corporate giving;
- We are staying within a fairly fixed range of giving and not showing long term growth yet;

- We need to continue to build our endowment which will include a 5-year fundraising plan.

b. Event Update - Nicole Marcotte, Development Director

Nicole Marcotte, Development Director thanked the Board for time to discuss the upcoming events and strategy for fundraising efforts to grow the Foundation endowment.

- September 15, 2017 Ribbon Cutting - Lynn Expansion (7:30am coffee with program 8:00am - 9:30am) where we will unveil a donor wall.
- October 3, 2017 Breakfast - Together NSCC Advances: Champions for North Shore Community College as the first of an annual event honoring donor and/or support of NSCC in the categories of individual donor, corporate donor, and public service. This event will target corporate sponsors/donors.
- The North Shore Advancing campaign will continue to move forward but as a major gifts initiative.

There was a brief discussion on Trustee giving with Chair LaRock noting that the Board can move forward with individual giving or can donate as a group as with their yearly Scholarship initiative.

c. Program Review Update - Karen Hynick, Vice President Academic Affairs Doc: 43 - FY2017

Outcomes of 2016 - 2017 Program Review

Vice President Karen Hynick provided update on NSCC's Academic Program Review. This is a 5 year cycle for programs using both quantitative and qualitative metrics that are analyzed and reviewed by current faculty. This year there were 19 programs reviewed.

Key takeaways:

- Planning for program closures of Food Science, Hospitality & Tourism, ESL Certificate, Interdisciplinary Studies, and Web Development Certificate;
- Faculty buy-in and engagement in the process;
- Strengthened institutional programmatic understanding of our offerings; and
- Alignment to strategic plan and academic plan.

Next year 18 programs will go through the program review process.

There was a discussion on the uniqueness of some of NSCC's programs, delivery of on-line courses and the plan to move more programs to hybrid courses that will work around students' schedules and responsibilities. Vice President Hynick noted that there is strategic movement in this direction.

- Motion 17:24 - to approve recommendation to the Board of Higher Education the Associate of Applied Science (AAS), Surgical Technology Program - Doc: 44 - FY2017

Changing the Surgical Technology Program from a certificate program to a full Associates of Applied Science was explained by Vice President Hynick. The Board discussed rationale. The next steps are for the NSCC Board of Trustees to recommend the formal approval of this program to the Department of Higher Education.

Move: Lyn Kaplan Second: Elizabeth Hogan Status: Passed

6. Administrative Items & Updates

a. Trustee August Board Retreat

Trustee August Board Retreat – recommendation was to suspend this meeting until new Trustee Board members have been appointed by the Governor’s Office.

b. FY18 Trustee Meeting Schedule - proposed

December 5 Social with Foundation Board will be on a Tuesday evening.

FY18 Trustee Meeting Schedule was proposed with meeting days changing to the 3rd Wednesday of the month and being held from 8am – 10am. This can be revised if needed.

c. Human Resource Development

Professional Personnel Report Doc: 45 - FY2017

Human Resource Development Professional Employee Action Report was available for review.

7. Other Business

a. Board Correspondence from Jim Ridley

Chair LaRock read a note from former Trustee Jim Ridley thanking everyone for the end of trustee term gift and for his time on the board.

b. Board Farewell/Thank you

Chair LaRock presented parting gifts to Jesse Perkins, Beth Hogan, and Maria Carrasco thanking them for their time, support, and input in the governing process at NSCC.

8. Adjournment

Move: Elizabeth Hogan Second: Maria Carrasco Status: Passed