

## MINUTES

Doc: 51 FY2022

### NSCC

#### Board of Trustees

Tuesday, April 26, 2022, 4:45 pm - 6:30 pm

Zoom and Lynn Boardroom

#### Approved 6.15.22

##### In Attendance

Andrea Gayle-Bennett; Anh Dao Tran-Moseman; Barbara Heinemann; Dr. Dharma Cortés; Dr. J.D. LaRock; Maria Vega-Viera; Richard Yagjian; Yuleika Lluveres

##### Not In Attendance

Joseph Riley

##### Additional Attendees

President William Heineman; Miranda Gualtieri; Interim Director of Human Resources Mary Chatigny; Interim Vice President of Academic Affairs Andrea DeFusco-Sullivan; Vice President of Administration and Finance Janice Forsstrom; Tim Johnson; Linda Brantley; Laurie LaChapelle; Jason Marsala; Mary Meng-Lee; Amanda Dooling; Josiah Bourgeois; Eileen Gerenz; Cristy Sugarman; Audy Ramirez; Michele Cubelli-Harris; Dulce Gonzales; Anne Sears; Marcy Eisen; Darius Peyton; Nikki Pelonia; Eric Shairs

#### 1. 4:45pm Call to order

Chair LaRock called the meeting to order at 4:47pm.

#### 2. 4:46pm New Members of the North Shore Community

President Heineman read the names and titles of new employees and welcomed those who were in attendance.

#### 3. 4:50pm Public Comments

There were no public comments.

#### 4. 4:55pm Student Trustee Report

Yuleika Lluveres reported that she is working on a document that will include ideas and opinions from the student body regarding how NSCC can transform and support greater student success. This document will be transferred to the incoming student trustee.

There was discussion about opportunities for Yuleika to stay connected to NSCC after she transfers to Salem State University. These opportunities could include joining the Alumni Board and being a mentor to new student trustees.

#### 5. 5:00pm Chair's Report

- a. Review the Minutes of 3/22/22 Doc: 44 FY2022

Chair LaRock asked if there were any corrections or edits to the minutes. There were none; however motion 22:17 to accept the minutes was tabled due to lack of in-person quorum.

- Motion 22:17 to accept the Minutes of 3/22/22

Motion 22:17 will be on the June agenda for vote.

## 6. 5:05pm Finance Committee

### a. Q3 Budget to Actual Report Doc: 45 FY2022

Tim Johnson presented the Q3 Budget to Actual Report. Net revenue is down 7%, which is equivalent to the decline in credit hours. Full time payroll expenses are down and technology expenses have increased. Overall, net income is positioned well and the college is not overspending.

There was discussion about cost mitigation, utilities, software and security expenses, trend analysis, and the historical patterns of recession and its effect on enrollment.

There was also discussion about the CARES Act. NSCC has approximately \$5 million left to spend from CARES in FY23 but this does not count additional spending that will occur in the last two months of FY22 or funds set aside to support strategic planning priorities in future years. Somewhat mitigating the dwindling federal funds, the state is increasing funding through the SUCCESS grant. Moreover, the college plans to directly invest in strategies meant to last year upon year to potentially grow enrollment and the Finance Committee continues to discuss contingency options to keep the budget balanced.

Vice President Jan Forsstrom reported that through the Strategic Planning Process, the college will provide some modeling for the Board in the summer, which will include contingency planning, package allocations, looking for efficiencies, investment opportunities and structured recommendations.

- Motion 22:18 to accept Q3 Budget to Actual Report

Motion 22:18 was tabled due to lack of in-person quorum. It will be on the June agenda for vote.

## 7. 5:20pm President's Report

### a. Strategic Planning Docs: 46-48 FY2022

President Heineman reviewed the Strategic Planning Process with trustees. Through this inclusive process, there were 184 stakeholder interviews and 106 SOAR Forum participants. 105 pages of data has been analyzed to determine the draft themes and priorities. The next step in the process is the summit, which will take place on May 3rd.

President Heineman reviewed the Environmental Scanning results in the following categories: Demographic Trends, Enrollment Trends, Regional Economic Trends, Workplace/Occupational Trends, Education Trends, Technology Trends, Policy/Political Trends and Philanthropic/Fundraising Trends. He also reviewed the evolving themes resulting from the Appreciative Inquiry process in the following categories: Academic

Innovation and Holistic Student Support, Community Partnerships, Respect and Inclusion, and Resource Stewardship.

Trustees provided feedback via the Chat tool and hard copy feedback forms.

Summer work on the strategic plan will include further refining and fleshing out strategic priorities, developing metrics to measure progress, costing out proposals for new initiatives, and drafting a strategic planning document to share for further feedback.

Trustees will review the final plan in the Fall.

#### b. Leadership Update

President Heineman reported that the Provost and Chief People Culture Officer positions have been filled. Dr. Jennifer Mezquita has accepted the Provost position and Justine Caron has accepted the Chief People Culture Officer position. An additional leadership position is planned to align, manage, and coordinate multiple departments.

#### c. Investment Update

President Heineman reported that cash and short-term investments for the college is projected to be \$41 million at the end of FY22 and NSCC is considering options for investing some of these resources in longer term vehicles with a higher return. The Finance Committee will bring specific proposals to the Board in June/September timeframe.

#### d. Inauguration

Linda Brantley reviewed the Inauguration plans. There will be a luncheon at the Nahant Country Club followed by the Installation Ceremony in the Lynn Campus Gym. A festival will follow the Installation Ceremony. Co Vice Chair Maria Vega-Viera will be the MC and Student Trustee Yuleika Lluveres is the student speaker. Vaccination is required to attend.

#### e. Commencement

Amanda Dooling reported that there will be 4 student speakers for the 4 ceremonies. The Commencement Committee is in the process of identifying the student soloist.

### 8. Other Business

There was no other business.

### 9. Adjournment

The meeting was adjourned at 6:28pm.