

MEETING MINUTES

Doc: 3 FY2020

North Shore Community College

Board of Trustees

June 2019

Wednesday, June 19, 2019, 8:15 am - 10:00 am

Danvers Board Room

Approved 9.24.19

In Attendance

Dr. J.D. LaRock; Jon Gjorga; Joseph Riley; Kevin Harron; Maria Vega-Viera; Nicole Bluefort; William DeRosa

Not In Attendance

Alex Stone; Anh Dao Tran-Moseman; Dale Pyatt; Dharma Cortes

Additional attendees

Stephen Creamer, Karen Hynick, Madeline Wallis, Jan Forsstrom, Trish Callahan, Linda Brantley, Lesley Peters, Jamie Perry, Pat Gentile, Miranda Gualtieri

1. Call to Order

Chair J.D. LaRock called the meeting to order.

2. Motion 19:43 to allow the remote participation of Anh Dao Tran-Moseman

Anh Dao Tran-Moseman did not participate remotely, so there was not a motion to allow her participation.

Move: Second: Status: Tabled

3. Public Comments

There were no public comments.

4. Student Leadership Award - Jon Gjorga

Jon Gjorga was recognized and thanked for his genuine engagement and participation on the Board.

5. Student Trustee Report

Jamie Perry was welcomed as the new student trustee for FY20. Jamie is originally from Chicago. She spent 4 years in the Marines and moved to Boston in pursuit of education. As a student leader, she is working with the SGA President on planning some Welcome Back events for students in the fall.

6. Student Showcase

a. President of the Alumni Association - Lesley Peters

Lesley Peters reported on the many initiatives that the Alumni Association has taken and is undertaking to connect with students and to connect students with the community. There will be 50 seats available to students at the North Shore Music Theater's production of A Christmas Carol. The Exemplary Service Award was given to Ryan Duggan. There was a Random Acts of Kindness Day on May 19th. Lesley encouraged Trustees to attend as many student events as possible to show support and engagement with students.

7. Chair's Report

- a. Motion 19:32 to approve Minutes of 4/24/19 Doc: 68

Chair LaRock asked for a motion to approve the Minutes of 4/24/19.

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

8. Committees

- a. Policy and Planning Committee

Maria Vega-Viera reviewed the policies for approval of the Board. There was discussion about the Selective Admissions Policy in regards to drug testing and background elements. The main reason for this is Clinical Placements. There was discussion about the Student Learning Outcomes Policy in regards to accreditation and insuring the curriculum includes appropriate [assessment](#) tools. There was clarification regarding the Student Travel Policy. The purpose of the policy is to ensure chaperones and staff have proper procedure in place prior to field trips and to mitigate risk management. There was discussion about the Student Expression Policy including how to develop citizens who can freely express their point of view, shutting down unwanted points of view as "hate speech" and how a potentially violent situation is handled on the spot. NSCC has an emergency communication protocol in place to address this. Chair LaRock recognized the hard work of Maria Vega-Viera on the policies.

Maria Vega-Viera asked for consensus motion to approve the policies.

- CP3710 Selective Admission Doc: 75

- i. Motion 19:42 to approve CP3710 Selective Admission

Move: Joseph Riley Second: William DeRosa Status: Passed

- CP 5500 Student Financial Services Doc: 69

- i. Motion 19:33 to approve CP5500 Student Financial Services

Move: Joseph Riley Second: William DeRosa Status: Passed

- CP 8110 Assessment of Student Learning Outcomes Doc: 70

i. Motion 19:34 to approve CP8110 Assessment of Student Learning Outcomes

Move: Joseph Riley Second: William DeRosa Status: Passed

- CP 8215 Student Travel Doc: 71

i. Motion 19:35 to approve CP8215 Student Travel

Move: Joseph Riley Second: William DeRosa Status: Passed

- CP 13000 Student Expression Doc: 59

i. Motion 19:36 to approve CP13000 Student Expression

Move: Joseph Riley Second: William DeRosa Status: Passed

- CP 20000 Assessment of Data and Outcomes Doc: 72

i. Motion 19:37 to approve CP20000 Assessment of Data and Outcomes

Move: Joseph Riley Second: William DeRosa Status: Passed

- CP 20300 Assessment, Review, Revocation of College Policies and Procedures Doc: 73

i. Motion 19:38 to approve CP20300 Assessment, Review, Revocation of College Policies and Procedures

Move: Joseph Riley Second: William DeRosa Status: Passed

- CP 3800 Minors on Campus Doc: 74

i. Motion 19:39 to approve CP3800 Minors on Campus

Move: Joseph Riley Second: William DeRosa Status: Passed

9. President's Report

a. Posthumous Degree Request for Julie Coughlin Docs 76, 77

President Gentile presented the posthumous degree request for Julie Coughlin. Chair LaRock asked for a motion to approve.

- Motion 19:40 to approve a posthumous certificate for Julie Coughlin

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

b. NECHE Self Study Doc 78

President Gentile presented the NECHE Self Study. The document has been through many iterations including input from the Board. The report includes robust data and a roadmap for the next 10 years. It thoroughly addresses assessment of the general ed plan as well as the master facilities plan in Lynn. Jan Forsstrom reported that all institutional resources are addressed.

Chair LaRock asked for a prediction as to what areas will be flagged as needing improvement. Jan Forsstrom indicated finishing the Lynn Campus and addressing the leased space in Middleton. Karen Hynick indicated Assessment of Student Learning Outcomes. NECHE will be at NSCC the week of Oct. 27th and it is anticipated that there will be an opportunity for meetings with Trustees on the Monday or Tuesday of the week. There was additional discussion about how to have an engaged board that works collaboratively with college presidents and staff, while at the same time asking the tough questions. The upcoming August retreat will address this.

There was also discussion about projecting [enrollment trends](#) and President Gentile reported that there will be challenging times ahead and that the college has been building up its reserves to address this. Chair LaRock observed that NSCC is recognized as a Leader, has made real strides in key areas especially in fundraising and has been working hard on the enrollment challenge.

Chair LaRock asked for a motion to approve the NECHE Self Study.

- Motion 19:41 to approve NECHE Self Study

Move: Kevin Harron Second: William DeRosa Status: Passed

c. Summer Retreat Doc 79

Trustees have summer reading in preparation for the retreat. President Gentile reviewed the agenda and encouraged trustees to let her know of any information they would like to discuss at the retreat.

Chair LaRock commented that a general presentation of Tableaux will be helpful in assisting trustees properly interpret data.

d. FY20 Proposed Draft Meeting Schedule Doc: 80

The Proposed draft FY20 Meeting schedule was discussed. Chair LaRock commented that the reason for this proposal was driven by a need to have quorums. It was agreed that the meetings would switch to Tuesday evenings, with the September and April meetings being on the Lynn Campus. Miranda will send extra reminders when meetings will be held in Lynn.

10. Human Resources Development Doc: 81

11. Adjournment

Chair LaRock asked for a motion to adjourn the meeting.

Move: Kevin Harron Second: William DeRosa Status: Passed