

## MINUTES

### NSCC

#### Board of Trustees

Tuesday, October 25, 2022, 4:45 pm - 6:30 pm

Lynn Community Conference Room and Zoom

#### In Attendance

Anh Dao Tran-Moseman; Barbara Heinemann; Dr. J.D. LaRock; Maria Vega-Viera; Angel Garcia; Richard Yagjian

#### Not in Attendance

Andrea Gayle-Bennett; Joseph Riley

#### Additional Attendees

President Heineman; Jill Palermo; Vice President Janice Forsstrom; Timothy Johnson; Laurie LaChapelle; Linda Brantley; Jason Marsala; Justine Caron; Nikki Pelonia; Andrea DuFusco-Sullivan; Eileen Gerenz; John Duff; Josiah Bourgeois; Karyn King-Fargo; Laurie Gagnon; Auditor David Coppola; Auditor Steve Cohen

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

Chair LaRock called the meeting to order at 4:46

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

President Heineman read names, titles and departments of new employees at NSCC. New employees who were present were invited to introduce themselves.

#### 3. 5:00pm Public Comments

There were no public comments.

#### 4. 5:05pm Student Trustee Report

Trustee Garcia reported that he is working with the IT Committee to investigate the issues students have been having with the Wi-Fi on both campuses. They are still in the introductory phase of collecting data. The increase in demand and use has been noted. One solution being considered to resolve this problem is to purchase more bandwidth.

#### 5. 5:15pm Main Meeting Business Items

##### a. Review minutes of 9/27/22 Doc: 7 FY2023

Chair LaRock asked if there were any corrections or edits to the minutes of 9/27/22. Hearing none, he asked for a consensus motion to approve the minutes of 9/27/22.

- Consensus Motion 23:04 to accept the minutes of 9/27/22

Move: Barbara Heinemann Second: Maria Vega-Viera  
Motion Passed

b. FY 2022 Audit Doc: 8 FY2023

Auditors Steve Cohen and David Coppola reviewed the FY 2022 Audit and gave NSCC a Fully Clean Audit.

Chair LaRock asked if anyone from the Finance Committee or any Members of the Board had any comments. Hearing none he asked for a consensus motion to accept the FY22 Audit.

- Consensus Motion 23:05 to accept the FY22 Audit

Move: Richard Yagjian Second: Anh Dao Tran-Moseman

Motion Passed

c. Strategic Plan Presentation Doc: 9 FY2023, Doc: 10 FY2023, Doc: 11 FY2023, Doc: 12FY2023

President Heineman summarized the Strategic Plan and outlined its projected impact on the college's enrollment and financial position.. He noted that the plan will focus on significantly improving enrollment, both equitably and consistently. Significantly improving enrollment will in turn improve revenue. With each year of the 5-year plan improving in both area to come out ahead financially at the end of the plan. The highest gains in Enrollment are projected to be in the Early College area. These projections take into account that Early College credits count for less dollar value than traditional college credits. President Heineman also noted that Early College projections can become predictable when working with high schools as you know what their enrollment will be. Workforce Development is key to increasing enrollment on the non-credit side of the house. NSCC is working to more seamlessly link the pathway from non-credit classes to credit classes with hopes of attracting more adult learners. This is what the adult population has been asking for. Liberal Studies is piloting 2 shorter terms in the Spring. This is an example of the new course schedule patterns students are requesting. President Heineman said these enrollment increases are ambitious but not aggressive.

Jason Marsala said for the first time in a long time he is "hopeful" for good things to come with this new Strategic Plan in place. Another person in attendance said "There are a lot of things to be excited about in this Strategic Plan".

Chair LaRock asked for a consensus motion to accept the Strategic Plan

- Consensus Motion 23:06 to accept the Strategic Plan

Move: Maria Vega-Viera Second: Richard Yagjian

Motion Passed

d. Annual Presidential Goals Doc: 13 FY2023

President Heineman outlined the Annual Presidential Goals. The goals closely parallel what the first year of the Strategic Plan aims to do. The President's goals are aligned with the goals for the college. There is a mix of quantitative, easily measured goals as well as some process goals. These process goals are included because they are crucial prerequisites of future improvements that will come along as quantitative goals. The President will update the Board, bullet by bullet, at the end of the year as to his progress.

Chair LaRock asked for a consensus motion to accept the Annual Presidential Goals •

Consensus Motion 23:07 to accept annual presidential goals Q1 Review FY 2023

Move: Richard Yagjian Second: Barbara Heinemann

e. Q1 Budget Review FY 2023 Doc:14 FY2023

Timothy Johnson reviewed the Q1 Financial Statement.

Chair LaRock asked for a consensus motion to accept the Q1 Review FY 2023

• Consensus Motion 23:08 to accept the Q1 Review FY 2023

Move: Richard Yagjian Second: Barbara Heinemann

Motion Passed

8. 6:15 President's Report

President Heineman reported that a Statewide Early College event was hosted on the Lynn Campus last week. There was a great turnout, many local political leaders were in attendance, including, the Mayor of Lynn, Superintendent of Lynn Public Schools, as well as the new Commissioner of Higher Ed., Dr. Noe Ortega and Massachusetts Board of Higher Education Chair, Chris Gabrieli. Much of the focus of the meeting was on the recently opened Early College High School on the Lynn campus.

President Heineman also reported that this week the college had a visit from a coach who is helping NSCC with the non-credit to credit alignment work.

9. 6:25pm Other Business

There was no other business.

10. 6:30 pm Adjournment

The meeting was adjourned at 6:21pm.