

NASSAU COMMUNITY COLLEGE
Garden City, New York 11530

Board of Trustees Policy & Planning Committee Meeting Minutes

May 8, 2018

The meeting of the Policy & Planning Committee of the Board of Trustees was held on the eleventh floor of the Administrative Tower. The meeting was called to order by Chair Weiss at 5:55 p.m.

Committee Members Present: Kathy Weiss, Chair
John DeGrace
Donna Tuman
Thérèse Russell
Jorge Gardyn (ex-officio)

Also in Attendance: Linda Green, President Keen
VP Muscarella, VP Reznik
Valerie Collins, Co-Chair of Institutional Planning Committee
Pat Lupino, Co-Chair, Institutional Planning Committee

Chair Weiss requested a motion to approve the minutes of April 17, 2018. Trustee DeGrace moved the motion. Trustee Russell seconded the motion. Motion carried 5-0.

VP Collins reported on the status of the Institutional Planning Committee's (IPC) work on the Strategic Plan during the 2017-2018 academic year. Middle States charged us with submitting a report in September 2018 and the focus of the report is to show how we have sustained the corrective measures. There were three areas of focus: 1) Enhancing our ability to collect and review information using Pegasus software; 2) Monitoring each of the plans that contribute to the 2018-2021 Strategic Plan; and 3) Supporting the work of the Middle States Monitoring Report Committee. IPC works very closely with this group as we prepare the report for the Fall.

Professor Patricia Lupino briefed the Board members on the need to create a strategic planning process that would be sustainable for years to come. Through consultation with members of Information Technology, Maria Conzatti and Inna Reznik, we enhanced our internal software for Pegasus to capture Institutional Planning, Strategic Plans, and feedback from strategic managers in terms of what they have accomplished and what needs to be removed and modified from the plan. We now have one database and point of entry for all strategic managers and have uploaded all last year's documents for ready reference. Next year's goal is to link assessment to Pegasus.

VP Collins gave a brief recap of the status of the accomplishments and funding recommendations of the plans that comprise the 2018-2021 Strategic Plan, appreciating that each is at least 30pp. in length:

Academic Master Plan

- 2017-2018 Plan Accomplishments: Temporary faculty lines were maintained. Steps were taken to strengthen faculty diversity. A major initiative is underway for changes in developmental education to strengthen student retention and to increase graduation rates. We have also initiated the implementation of a plan for the Engineering Department to renovate labs, introduce new programs and attract diverse students to STEM programs. New equipment has been put in place in Allied Health Sciences and other departments.

- 2018-2019 Funding Recommendations: Continue to maintain temporary lines. Increase the number of co-requisite for credit and developmental courses in English, Reading and Math. Continue discussion on the plan to require NCC 101 for all students as a significant retention initiative. Continue identification of programs and certificates to increase enrollment. Finalize plans to use the Library for student support. Launch the Culinary Arts program. Support specific department requests.

Enrollment Plan

- 2017-2018 Plan Accomplishments: *Recruitment* – Established scholarships for incoming students. First Step Program with SUNY and 4-year schools. Launched EOP program. Launched women's wrestling program. *Retention* - Shuttle service scheduled for August. Launch of DegreeWorks & College Scheduler.
- 2018-2019 Funding Recommendations: Residence Halls. Customer Relationship Management (CRM) Student orientation and retention software. Field House renovation. Jump start dual enrollment.

Facilities Plan (VP Muscarella)

- He covered the accomplishments and recommendations in his earlier presentation for Capital Committee, and simply highlighted for Chair Gardyn and Vice Chair Weiss the Architect for Performing Arts in 2018-2019 Funding. Vice Chair Weiss stressed its importance for the campus, and Chair Gardyn reinforced his excitement for the major transformation of the College through a 21st century redevelopment.

Financial Plan (Inna Reznik)

- 2017-2018 Plan Accomplishments: She, VP Collins and Pat Lupino worked extensively to advance Pegasus in strategic planning, the People Soft initiative with the County and the Excelsior Scholarship for Student Financial Services.
- 2018-2019 Funding Recommendations: Further enhance Pegasus to include assessment, integrate UniMarket, our in-house contract management system, and continue implementation of People Soft, the new County payroll system, and other initiatives.

Technology Plan (Pat Lupino)

- 2017-2018 Plan Accomplishments: Rich Lawless and Maria Conzatti have been busy working on preparation for the technical infrastructure for the upgrade to the Banner software, enhancement of the wireless network and upgrade its capacity, the preview of the newly designed website to various campus constituencies in anticipation of implementation, the installation of new LED screens, projectors and other A/V equipment in classrooms, and the plans for the Data Center, which is an extremely important platform for cybersecurity.
- 2018-2019 Funding Recommendations: Web developer/programmer to support the new website and mobile apps. Initiatives such as CRM and the Data Center.

VP Collins announced that Dr. Keen made a presentation on the Strategic Plan earlier to the Academic Senate, and another will be made to the campus community on Friday, May 11.

Trustee Weiss thanked VP Collins for the update to keep us aware of what we have done and plan to do, and expressed appreciation that we have gone from not having a Strategic Plan to having a fluid, living plan not merely to satisfy Middle States but to guide us into the future.

Pat Lupino remarked that the IPC meets regularly, at least monthly if not more, and is pleased not only by the representation of various campus constituencies, but by the demonstrable mutual respect that enables successful functioning.

Dr. Keen stated that the key to an effective Strategic Plan is not in the making of the plan, even as the process must be followed to facilitate community acceptance, but is in the implementation. Although we do not have the sizeable funding we might like to invest in the initiatives, most of the proposed plan can be accomplished within our budget. For instance, we have committed funding to the feasibility study for residence halls, and yet, should the Board move forward with it, the actual funding will be independent of the operating budget. He also commended the co-chairs of the IPC for their great work.

Chair Weiss asked if there were any other items for the Committee to consider. There being none, the meeting adjourned at 6:11p.m.

Respectfully submitted,



Valerie Collins, Interim VP/Academic Affairs