



Board of Trustees Meeting Notes | July 30, 2020
Meeting Held Via Zoom Due to the COVID-19 Pandemic

Board Members Present: Steve Reed, Pete Suttmeier, Mark Moeller, Dan Kelleher, Donna Wadsworth

Excused: Mary Irene Lee and Jerry Griffin

Others Present: Joe Keegan, Stacie Hurwitch, Sarah Maroun, Kyle Johnston, Erik Harvey, Lisa Symonds, Diana Fortune, Tara Smith, Chris Knight,

Board Chair, Steve Reed, called the meeting to order at 11:00 a.m.

Steve Reed called the official meeting to a close since there is no quorum. He elected to hear reports instead and conduct the remaining business at the next meeting.

College Senate

Shir Filler reported:

No report

NCCCAP

Lee Susice reported:

No report

CSEA

No report.

Board Chair Report

Steve Reed reported:

Will hold on the elections of office until they meet quorum.

Interim Vice President for Academic Affairs

Sarah Maroun reported:

- No changes regarding Fall 2020 plan.
- Student support | IT technology Onboarding process - student outreach to each student is underway by the IT department.
- The College will order laptops for students to borrow.
- Middle States Self Study draft is projected for the College to review in early September 2020.
- P-Tech graduates had a nice ceremony in June to mark their success. Their first year at NCCC begins this Fall.
- Members spoke of the Middle States requirements and if there is anything the Board needs to do. A board evaluation was discussed as well as a Presidential evaluation for President Keegan's first year.
- Members spoke with Sarah about the outlook for our Fall students and their potential hurdles they'll face with technology. IT is working to address any issues now before the start of the semester.

Vice President for Marketing and Enrollment Management

Kyle Johnston highlighted his report:

- The last marketing effort for the enrollment cycle has begun. It's the largest of the year and the most important. The College has a lot more frequency now; pushing for applications and registrations.
- There are micro-campaigns occurring as well that focus on particular pool of students; this week it is College Bridge and Non-completer students over the past five years. Outreach will start today.
- July push for Human Services and Scholarships, campaigns will continue.
- There has been improvement to the College's website to make funding and paying for college easier. Just updated paying for college: <https://www.nccc.edu/paying-for-college/>
- Application processing is now occurring in one business day which is a huge improvement in customer service when compared to the past years.
- Members of the board discussed with Kyle the current numbers for Fall 2020.

Interim Chief Financial Officer:

Erik Harvey shared with the board the financial reports for June 2020, and the updated forecast. He then updated the board on the current status of financials related to the upcoming budget year. He highlighted the \$550,000 deficit, now considering an anticipated \$200,000 reduction in State Aid for the fourth quarter. This offset is due to summer revenue.

- Members of the board discussed what Erik had presented.

President's Report:

Joe Keegan reported:

- Thanks the board for their ongoing support through these challenging times.
- Thanks the Administrative team, and faculty/staff for their hard work to put the College in the position to get our students ready for Fall 2020.
- The President remarked on the improvements that Kyle mentioned regarding marketing/advertising of the College.
- Since the last meeting, the Fall 2020 plans were shared with the College community. This will be re-evaluated in the Fall for what to anticipate for Spring 2021.
- A few full-time and part-time staff have returned to campus and are following the safety protocols that have been put in place, in compliance with COVID-19 rules.
- He highlighted progress with budget presentations to the Board to our sponsoring counties. The College will meet them again soon to finalize the proposed 2020-21. He voiced appreciation for their unwavering support of the College.
- The President spoke of the work done so far on the new Strategic Plan. There is a solid framework and it will be summarized and shared with the College Community in the beginning weeks of the Fall semester. Work will continue on the plan in the Fall 2020. He thanks the Boards presence at those meetings. Members of the board discussed the progress with him and requested to see the notes when they become available.

NCCC Foundation:

No report

NCCC Association:

No report.

Old Business

None

New Business

None

Public Comment

None

Adjourn

The meeting ended at 1:00 p.m.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Stacie G. Hurwitch". The signature is written in a cursive, flowing style.

Stacie G. Hurwitch
Assistant Secretary to the Board of Trustees

Friday, August 28, 2020

Motion: Pete Suttmeier

Second: Jerry Griffin

Action: Approved (6-0-0)