

**HOLYOKE COMMUNITY COLLEGE
BOARD OF TRUSTEES
SEPTEMBER MEETING**

Minutes of October 25, 2022

The 411th meeting of the Holyoke Community College Board of Trustees was held on Tuesday, October 25, 2022, remotely with Chair Robert W. Gilbert, Jr. presiding.


MEMBERS PRESENT	Robert W. Gilbert, Chair Charles Epstein Trustee George Ted Hebert Yolanda Johnson Nayroby Rosa Ivonne Vidal Eleanor Williams
MEMBERS ABSENT	Evan Plotkin Vanessa Smith
ALSO PRESENT	Brooke Adams, Teresa Beaudry, Pasha Black, Amy Brandt, Beth Breton, Maria Brunelle, Julissa Colon, Karen Desjeans, Veena Dhankher, Mayra Diaz, Kermit Dunkelberg, Gerardo Gauthier-Zayas, Christine Gosseline Miller, Kim Hicks, Unyiere Idem, Jane Johnson Vottero, Olivia Kynard, Lauren LeClair, Jane Lerner, Matt Noyes, Lea Occhialini, Kris Ricker Choleva, Evelyn Rivera-Riffenburg, Michelle Robak, Monica Rocha Antonin, Nayroby Rosa, Donna Rowe, Mir Hashmatullah Saify, Narayan Sampath, Shannon Sarkisian, Amanda Sbriscia, Laura Schlegel, Idelia Smith, Kim Straceski, Renee Tastad, Sharale Mathis and Chris Yurko
MEETING CALL TO ORDER	At 8:03 am, the meeting was officially called to order by Chair Robert Gilbert. Roll Call Attendance: Trustee Epstein Yes Trustee George Yes Trustee Hebert Yes Trustee Johnson Yes Trustee Rosa Yes Trustee Vidal Entered 8:06 a.m. Trustee Williams Yes Robert W. Gilbert Yes
CONSIDERATION OF CONSENT AGENDA ITEMS	Chair Gilbert asked if any consent agenda items needed to be moved to the regular agenda but there were none. <ul style="list-style-type: none"> • Consideration of Minutes for Board of Trustees Meeting of September 27, 2022. • Report of Personnel Action dated October 25, 2022 <ul style="list-style-type: none"> ○ To approve personnel actions for the Non-Unit Professional and MCCC Unit Professional Staff and Faculty. • Committee Reports <ul style="list-style-type: none"> ○ Advocacy ○ By-Laws and Government ○ Audit and Finance Committee

- Equity
- Nominating
- President Evaluation Committee
- Strategic Planning

A motion was made by Trustee Williams and seconded by Trustee Epstein to approve the Consent Agenda.

Roll Call Vote:

Trustee Epstein	Yes
Trustee George	Yes
Trustee Hebert	Yes
Trustee Johnson	Yes
Trustee Rosa	Yes
Trustee Vidal	Yes
Trustee Williams	Yes
Robert W. Gilbert	Yes

<p>BYLAWS AND GOVERNANCE COMMITTEE</p>	<p>Trustee Vidal shared highlights of the Bylaws and Governance Committee on the efforts of the Committee over the next year:</p> <ul style="list-style-type: none"> • They are envisioning a yearly list of activities for trustee’s participation and contribution in college activities. Page 4 of the Agenda has many opportunities for Trustees to participate • Now that the Bylaws work is completed, the Committee will work on a Trustee Handbook. • The Committee hopes there is time at the January Board Retreat to further discuss the work of this Committee
<p>REPORT OF THE CHAIR</p>	<p>Chair Gilbert shared highlight since the last meeting.</p> <ul style="list-style-type: none"> • The College is planning another half-day trustee retreat in January 2023. • Working with the Pauly Group to select the Presidential Search Committee from those who have volunteered to participate. • At the Board Retreat on September 30, 2022, Attorney Gina Yarbrough from the General Council participated and discussed the roles and responsibilities of the Trustees with regard to governance and judiciary responsibilities.
<p>PRESIDENT’S REPORT:</p>	<p>Dr. Mathis introduced the following staff to present the presentation on Academic Partnership:</p> <p>Dona Rowe Kim Hicks Uidem Monica Rocha Antonin Pasha Black Amy Brandt Teresa Beaudry</p> <p>Fall 2022 Academic Partnerships in Academic & Student Affairs Presentation:</p> 

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Fall 2022 Academic Partnerships

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Introduction

- Essential to the life of the college to engage in intentional and strategic partnerships that will leverage and increase student success
- Success
 - Workforce Development
 - Non-credit
 - Transfer
- Involves all areas of the college acting as **“One Team”**
 - faculty, staff and administrators
- Building pathways and bridges with clear signage for easy navigation - no dead ends
- The “building efforts” are increasing and expanding
 - Human Services Curriculum Redesign
 - Academic ESL + ESOL
 - Concurrent Enrollment Nursing Program (ASN + BSN)

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Human Services

- **Program Introduction**
 - Major and 4 Certificates that can be completed in one year:
 - Addiction Studies - *BSAS Accredited*
 - Developmental Disabilities
 - Mental Health Studies
 - Human Services
- **Problem Statement**
 - Gray's Associates and students' difficulties finding jobs in the Social Service Industry
- **Action Steps**
 - *Streamline our certificates to 24-credits (career-ready) to increase enrollment and provide retention incentives*
 - *Construct AS and Certificates to be Career and Workforce Relevant (Pre- & Post- COVID)*
 - *Align our AS Transfer pathway with State standards into Social Work Programs at local 4 year institutions*

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Human Services

- **Partnerships**
 - Psych, EDU, and Service Learning Partners at HCC
 - 75+ Community Agencies in the Western Mass Region for Practicum experiences
 - DDS Grant incentivizes (tuition assistance) students in workforce to gain certificates and/or a degree for advancement
 - 10 students/semester
 - Rotation of 30 students matriculating
- **Process/Solution**
 - Revise all courses and curriculums in the AS and Certificates
 - Discontinued 2 Certificates
 - Awarded BSAS Accreditation in 2021 Approved for BOTH fully Online and On campus*



Human Services: Impact of Targeted Growth

- Who are Human Service Students?
 - AA Degree: Full-time, 94% online - Total 115 students
 - Certificate: Part-Time, 75% - Total 90 students
 - Female: 70%
 - Minoritized: 40% to 50%
 - (25% Hispanic/20% Black)
 - Online: 75% to 94%
 - Adult Learners (25+): 80% to 90%
- Largest growth over past 2 years in our HSV degree up 10% and in Addiction Studies Certificate up 80% in past 5 years
- Expected Increase in Enrollment and Smoother Entry into Workforce
 - Our certificates speed up the path to HSV or Social Work careers
 - Apprenticeship/Internship built into our Degree and Certificates = real job experience and training for students



Academic English as a Second Language (AESL) & English for Speakers of Other Languages (ESOL): Growth Opportunity

- AESL overview
- The President's charge, summer 2021: enrollment and student success
- Reconfiguring of ESL Support Services Coordinator position
- Program review Fall 2021: a new process
- Funding opportunities for curriculum revision and collaborative work with ESOL





AESL Curriculum Revision

- **Process/Solution**
 - Preparation of program review (Spring 2021) and visit by reviewers (fall 2021).
 - Recommendations by the reviewers:
 - Redesign courses with General Education outcomes and student-centered focus.
 - Offer more integrated skills options
 - Shorten program length and course sequence.
 - Combine Reading, Listening, and Speaking
 - Combine Writing and Grammar
 - Select course materials with academic language and content knowledge
 - Design courses for Knowledge of Diversity designation
 - **Timeline: March - August 2022**
 - March - April: Preliminary work and planning



AESL Curriculum Revision

- **Work with a consultant:**
 - May - June: Consultant from North Shore Community College.
 - July - August: AESL faculty continue curriculum revision
- **Curriculum changes made:**
 - Two new courses each for Levels 3 - 5:
 - New course descriptions, SLOs, and syllabi
 - Textbooks / course materials
- **Curriculum alignment with ESOL**
 - Crosswalk charts for SLOs: AESL and ESOL programs
 - Transfer of AESL Level 2 to the non-credit program
- **On-going Curriculog process**



AESL Rebranding & Recruitment

ESL Day at HCC

On October 12, 120 high school ELL seniors from local districts attended our ESL Day at HCC.



- Partnership with ESOL advising to identify student needs and create seamless, "dynamic referral system"
- Local outreach, focusing on building long term relationships high schools districts and immigrant agencies
- "Word of mouth:" known as an excellent choice for college and diploma studies for ELLs
- 3-5% international students (F-1 visa holders)

The Academic ESL program provides ELLs with the opportunity to obtain an education while significantly improving their academic English language skills. This further enhances HCC's educational equity mandate.



Link:

<https://www.hcc.edu/about/news-events-and-media/news-blog/october-2022-news-blog>



Leveraging DESE Funds to Convene, Connect & Build Pathways!

Needs Assessment

- Communities
- Demand by class level: ESOL 1-3, AESL 3
- Prior education → affordability

Outreach & Intake: Student-centered design

- Common landing page
- All “navigators” (advisors, coordinator, directors, etc.) knowledgeable about **all** pathways
- **One front door, no wrong turn**

Comparative Curriculum

- Level 3 “Bridge”
- Soft-skills into Student Learning Objectives

Sustainability & Opportunities

- HSI (60% Latinx / 24% white; inverse of HCC)
- Specialized advising: immigrant professionals
- Funding streams beyond Pell: DACA, TPS, advanced-degree holders



AESL - ESOL Looking Forward

- Stabilized enrollment
 - 60% drop F19 to F20
 - 22% drop F20 to F21
 - 12% increase F21 to F22
- A vision for continued growth
 - Seeking “KOD” designation for some credit-bearing AESL courses
 - Advising focused on early progress towards a major
 - Inter-departmental collaborations
 - Continued collaboration with ESOL
 - A singular message for English Language learners



Nursing Program Concurrent Enrollment



Amy Brandt, Ph.D.
Dean, Health Sciences & Culinary Arts

Teresa Beaudry, MSN, RN
Director of Nursing



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Challenge: The Bachelors of Nursing (BSN) “Mandate”

- BSN/Patient Care Outcomes Research
- Impending BSN Regulatory Mandates
- Employer Motivations
- Impacts on Associates in Science in Nursing (ASN) Programs:
 - Employer & student perceptions about the ASN degree value
 - Considered “second” in line for clinical access/placement



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Research: Current versus Emerging Best Practices

- BSN completion (*post-licensure*)
 - Current model of articulation agreements
 - in-person to distance learning options
 - Transfer options
- Concurrent Enrollment (*pre-licensure*)



Challenge: Cost of BSN Completion

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Credits	KUSON (Online)	UMAS ASN – BSN Completion (Online)	Westfield State (Hybrid)
Block Transfer ASN Credits	38	N/A	N/A
Total Non-Nursing Credits (i.e., General Education) Required for BSN Degree	34 + 22 = 56	60; 52 must be done prior to admission	31 non-nursing credits plus Common Core; approximately 60 total
BSN Credits Required for BSN Degree	30	30	30
Program Duration	5 semesters	2 - 4 semesters post licensure	12, 15, or 24 months post licensure
Clinical Component	None; Senior project required	Yes	Yes
Tuition for BSN Coursework	\$342.14 per credit x 30 = \$10,264.20 (in-state tuition may be negotiated as part of an HCC-KUSON agreement)	\$585 per credit x 30 = \$17,550.00	\$1110 per every 3 credits; approximately \$11,000.00 to complete the program
Licensure in MA	No adverse impact; RN eligible in MA and KS with NCLEX pass	N/A; Licensure required for program entry	N/A; Licensure required for program entry



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Solution: The Concurrent Model

- Holyoke Community College & Westfield State University ASN to BSN Concurrent Enrollment Nursing Program
 - Curriculum Sequencing Sample Plan
 - [Holyoke Community College and Westfield State University Concurrent ASN to BSN Pathway](#)



Links:

https://docs.google.com/document/d/1PC6xdIBcZDLGUFtOz1IdGBAdFv6xpcePH_YOgUzjJE/edit#heading=h.gidgxs

https://docs.google.com/document/d/1PC6xdIBcZDLGUFtOz1IdGBAdFv6xpcePH_YOgUzjJE/edit#heading=h.gidgxs

Continued Growth

Explore the HCC Nursing Program Pathways

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- Creating Educational Pathways and Workforce Partnerships
 - HCC AESL/ESL/ESOL-Workforce, Mass Hire, Springfield Works, & Commonwealth Corporation
- Pre-Nursing FOH Preparation
- PN/LPN to ASN to BSN to MSN Pathways
- Equitable Holistic Admissions Process
- Maintain Nursing Program Enrollment-Waitlist & Rolling Admissions
- Increase of Transferable Credits
- Proficient use of Financial Aid & Scholarships
- Partnerships in Nursing Student Support Services



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The Details - It's All About Teamwork, Collaboration & Communication

Internal: Holyoke CC

- Academic Affairs
 - Nursing & FOH Departments, other academic departments & HS/CA Dean
- Student Affairs
 - Admissions, Financial Aid, Advising & Transfer
- Registrar
- Institutional Advancement
 - Marketing
- Workforce Development

External: Westfield State University & MABORN

- Department of Nursing
- Registrar
- Financial Aid Department
- Marketing
- Institutional Advancement



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Project Impacts



- HCC/WSU - Innovators in Nursing Education
- Estimate 10% - 15% nursing student population - concurrent
- Outcomes between concurrent and regular ASN students should be equivalent:
 - Same graduation rates
 - 2020: 150% 91%
 - 2021: 150% 81%
 - Same NCLEX pass rates (first-time test takers)
 - 2020: 97%
 - 2021: 93%
- Effort to increase minority student enrollment
- Pathway starting after high school graduation
 - (e.g., CNA to LPN, LPN to RN to BSN to MSN)
- Opportunity for increased revenue
 - HCC can increase the amount of FTE generated by students completing all general education courses at HCC (ASN Degree – 30 credits; BSN degree 60 credits)
- Facilitating conversations around additional student pathways



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Summary

- Partnerships are essential to the growth of HCC
- Increased visibility = increase in enrollment = funding opportunities
- Curriculum review will allow for better workforce readiness
- The relationship between credit and non-credit will allow for seamless transition experience for students
- Continue to expand beyond normal practices for innovation



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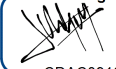


Thank you

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ADJOURNMENT OF MEETING	On a motion by Trustee Epstein and seconded by Trustee Ted Hebert it was VOTED to adjourn the meeting.
	Roll Call Vote: Trustee Epstein Yes Trustee George Yes Trustee Hebert Yes Trustee Johnson Yes Trustee Rosa Yes Trustee Vidal Yes Trustee Williams Yes Robert W. Gilbert Yes
	The meeting was adjourned at 9:32 a.m.

Respectfully submitted,

DocuSigned by:


11/25/2022

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Ivonne Vidal,
Secretary Board of Trustees

DocuSigned by:



11/25/2022

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Approved: Robert W. Gilbert, Jr., Chair