



BOARD OF TRUSTEES
Nominations and Bylaws Meeting
Friday, November 1, 2024 – 8:00 am
by Webex and Facebook livestream
on www.massbay.edu

MINUTES

Board Members Present: Sandy Lish, Ilissa Povich, Gary Prado, Diane Schmalensee

Staff Members Present: Liz Blumberg, Vice President for Student Affairs; Karen Britton, Executive Director, Office of the President; Marcus Edward, Vice President for Administration and Finance; Courtney Jackson, Vice President for Academic Affairs and Provost; Jeremy Solomon, Vice President for Institutional Advancement, Marketing, and Communications

CALL TO ORDER & INTRODUCTIONS

Committee Chair Povich called the meeting to order and declared that a quorum was present.

BACKGROUND ON COMMITTEE

Chair Schmalensee provided background information on the forming of the committee. In June, she attended a Department of Higher Education (DHE) meeting about the best practices for trustee nominations and how the colleges could be more involved in the process, including putting forward names of eligible Trustees. She recommended that MassBay form a Nominations committee and asked Trustee Povich to chair. Trustee Povich explained that the MassBay Board has 11 Trustees, nine who are appointed by the Governor (including one alumni/ae trustee), and one Alumni/ae and one Student Trustee who are elected. The Public Education Nomination Council (PENC) provides recommendations to the Governor, who then makes the appointments. This committee will be putting a document together to clarify the attributes of potential Trustees to consider when seats open up. The committee will also make recommendations to PENC of MassBay trustees for PENC to recommend to the Governor. President Podell explained that in the past the process has not been very formal. MassBay used to send in names, but in general the recommended people did not get appointed. Recommendations from MassBay to PENC are more welcome now. This is a positive development.

CHARACTERISTICS OF TRUSTEES

Committee Chair Povich reported that Chair Schmalensee had shared the spreadsheet from Westfield State University that she received in the June meeting, which seemed to be a good way to organize information. Executive Director Britton has added MassBay specific information that can be edited and updated. Committee Chair Povich asked Vice Presidents Blumberg, Edward, and Jackson to attend the meeting in order to offer their insights on the spreadsheet, and the “functional expertise” section in particular. It was noted that every

Trustee does not need to have all the skills listed, but that there be diversity in terms of experience and that some Trustees who have the most important types of functional experience.

Vice President Edward suggested including the following descriptions in certain of the expertise categories: Budget (#3), Diversity, Equity, and Inclusion (#4), Cybersecurity (#10), Higher Education (#17), and adding the following categories: Health Care and Workforce Development. He also noted that International (#12) is not necessary.

President Podell stated that a number of the areas of expertise are particularly important to include on the grid, and referenced Law and Finance specifically.

Trustee Prado referenced the importance of HR and Governance expertise.

Trustee Povich suggested adding Fundraising if, for example, a campaign is coming up. Trustee Lish suggested adding expertise in networking, communications, and development, which was determined to be called Fundraising/External Relations.

Vice President Blumberg suggested adding a consideration of being student-oriented. It would be helpful if Trustees have an interest in what is happening at the college and value the factors leading to student success.

Vice President Jackson suggested that Trustees have broad experience in education, including high school and also teaching & learning, as well as be data-oriented. President Podell indicated that MassBay used to have a trustee who was a Vocational Tech representative from Keefe Tech, but the person was unable to make the meetings. He noted that the other community colleges do not have anyone in this seat, which is non-voting. Trustee Prado stated that MassBay may be able to find someone new, since the meetings are now on Webex.

Chair Schmalensee commented on the importance of being able to attend meetings and serve a second term.

Committee Chair Povich reported that the grid will be updated, moving Functional Expertise above the Occupation category and adding the suggested items. She will also contact Legal Counsel about compliance with the Open Meeting Law, given the personal and private nature of the discussions about potential trustees. Executive Director Britton will update the grid and, after it is reviewed once more, will reach out to current Trustees to confirm the information. Trustee Prado recommended keeping the grid anonymous and removing names for the time being.

CURRENT TRUSTEES/TERMS AND OPEN POSITION OF APPOINTED ALUMNI/AE TRUSTEE

President Podell reported that Appointed Alumni Trustee Pyrtel's term ended last March. Former Student Trustee (now an alumna of the College) Rebecca Negrili's name has been submitted to fill his seat. The next two open seats are Chair Schmalensee's and Trustee Vincent's. Alex Demou is now overseeing Trustee Relations for the Board of Higher Education (BHE). There is no set timeframe before the PENC meetings to submit nominations.

2024/2025 PENC MEETINGS

Trustee Povich reported that the next Public Education Nomination Council (PENC) meetings are December 18, March 19, and June 18.

NEXT MEETING

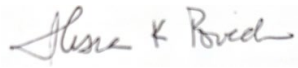
Executive Director Britton will schedule the next meeting in the beginning of December. Agenda items will include Committee Chair Povich's call with legal counsel about open meetings and the revised spreadsheet.

ADJOURNMENT

MOTION: Trustee Lish moved to adjourn the meeting, and Trustee Prado seconded.

The motion passed via the following roll call vote: Trustee Lish – YES; Trustee Povich – YES; Trustee Prado – YES; Trustee Schmalensee – YES

The meeting adjourned at 8:46 am.



12/13/2024

Ilissa Povich, Committee Chair

Date