

NASSAU COMMUNITY COLLEGE  
Garden City, New York 11530

**Academic, Student Affairs & Enrollment Committee Meeting Minutes**

February 15, 2024

The meeting of the Academic, Student Affairs & Enrollment Committee of the Board of Trustees was held on the eleventh floor of the Administrative Tower. The meeting was called to order by Trustee Tuman at 5:31p.m.

Committee Members Present: Donna Tuman, Chair  
Lynne D'Agostino  
Leslie Vasquez  
Jorge Gardyn (ex-officio).

Committee Members Absent: Kathy Weiss

Also in Attendance: John DeGrace, John Durso, Wanda Jackson, George Siberón  
CAO Conzatti, Acting VP Genette Alvarez-Ortiz, Pat Lupino,  
Asst. VP Follick

1. Approval of Minutes

Trustee Tuman made a motion to approve the minutes of November 14, 2023. Trustee Siberón seconded the motion. Motion carried 4-0.

2. Trustee Tuman introduced the following resolution:

**RESOLVED**, that the Nassau Community College Board of Trustees Academic, Student Affairs & Enrollment Management Committee recommends and refers to the full Board of Trustees for adoption the 2023-2028 Nassau Community College Strategic Plan developed by the Institutional Planning Committee and subsequently reviewed by the NCC campus community with an open forum held on November 17, 2023.

Dr. Alvarez-Ortiz introduced Pat Lupino, who Co-Chairs the Institutional Planning Committee with her. The Strategic Plan was a collaborative effort. The IPC membership consists of faculty, staff, and administrators comprised of: 8 faculty, with 5 designated by the Senate, 1 by the NCCFT Executive committee, 1 by the Academic Department Chair, and 1 co-chair by the President; 6 administrators appointed by the President; 1 member of the adjunct faculty; 1 member of the NCCAA; 1 member of the CSEA; 2 students; and ex-officio members designated for specific purposes, as requested by the committee. She thanked members of the IPC membership, as well as Liz Hynes-Musnisky, former Chair of the Academic Senate who served on the IPC, for her contributions.

Co-Chair Lupino reviewed the development of Key Components of the Plan – Mission, Vision, Values, Goals & Objectives, and Institutional Priorities. She advised the Board that Dr. Conzatti asked the committee to go back through the Strategic Plan developed by the past administration to make sure it aligns with the mission, vision, and goals and objectives we believe in, because this synchronization is central to reinforcing a cross-functional group representing all constituent groups of the campus. The co-chairs outlined the institutional priorities, which included the major initiatives that will be pursued under each priority:

- Guided Pathways: enhance academic guidance and support and streamline our business processes.
- Community Inclusion & Engagement: expand connections to the community, establishing a broader presence and purpose.
- Financial Stewardship: make financial decisions focused on long-range sustainability and quality growth.

Dr. Alvarez-Ortiz explained the approach of Guided Pathways, outlining how we are helping students succeed from start to finish: clarifying a path, looking at our Liberal Arts and Discrete programs, helping students learn about who they are and about their interests, focusing on their career interest, staying on the path, and defining the role of the faculty as a mentor guiding students and the roles of the professional advisors. An example of providing academic mentoring is the faculty's role of helping students succeed, not just within the classroom, but by meeting with them outside the classroom and creating a community within the classroom to help them learn and grow to achieve their academic goals. Many of the initiatives within the Plan are focused on Guided Pathways.

Trustee Siberón asked where does the Accelerated Study in Associate Programs (ASAP) program fit into these kinds of pathways? Dr. Follick explained ASAP is a Student Services support program that provides us the opportunity of having more professional advisors working closely with students. There is a cohort of 50 students in the Spring 2024 ASAP program. The feedback on the program has been overwhelmingly positive and, as part of the Enrollment Plan, we are looking to expand it.

Trustee Tuman stated that the Strategic Plan is well-organized, well-prepared and focused on Guided Pathways, linking everything to that main goal. However, she inquired where in the document does it state evidence that we have outcomes and data that prove that the Guided Pathways are in play?

Co-Chair Lupino responded that in previous plans there was an Assessment Plan and an Institutional Effectiveness Plan, and our new AVP for the Office of Institutional Research, based on her wisdom and her past experience, advised the committee that you need to combine both of those plans into one to conduct a robust assessment. AVP Hylton is currently undertaking the writing of how we assess the organization for guided Pathways for all our initiatives. There is a whole section coming for which Middle States indeed will be looking.

Trustee D'Agostino asked where does mental health fit into the plan, as it is a major strategic component? Co-chair Lupino responded that she is correct, and so this is also what we are talking about in the classroom: it is how do I, as a professor, make you feel welcome and safe, and engage and talk about how life has changed in the last 5 to 10 years, with the enormous, profound stressors that exist for a young person today.

The next steps were discussed with Board Members, such as the need to develop and to include Key Performance Indicators (KPIs) and to return with an Institutional Effectiveness Plan, which is currently under development. Co-chair Lupino emphasized that the 2023-2028 Strategic Plan is a "living document." Data in the Plan will be periodically updated. The Institutional Planning Committee will develop a consistent template across the plans. Our current Diversity Plan was validated by SUNY and will be updated once SUNY updates its Diversity Plan.

Trustee Tuman asked if there were any further questions, and, there being none, made a motion to forward the resolution on the Strategic Plan to the Full Board for approval. Trustee Siberón seconded the motion. Motion carried 4-0.

### 3. Enrollment Updates

Dr. Follick presented the enrollment 2024 report comparing February 14, 2024 to February 13, 2023, which reveals an increase of 2.42% in credits and 3.89% in head count. Spring 2024 student enrollment trends comparing February 8, 2024 to February 7, 2023 show a slight decrease in non-degree and visiting admitted students. However, new student enrollment and transfer enrollment is up. Summer registration begins on March 11, 2024 and Fall registration begins on April 26, 2024. The Registrar's Office continues its outreach to attract enrollment with mailings to continuing students and new non-degree and visiting students.

Dual enrollment: 221 high school students registered for a Spring 2024 course in English, Pre-Calculus, and Medical Assistant totaling 779 credits.

Marketing Updates:

- On January 5<sup>th</sup>, 3,474 students were emailed reminding them of tuition deadline of January 11<sup>th</sup>.
- On January 11<sup>th</sup>, 1,778 students were reminded via text message to pay tuition.
- Result: 1,696 paid tuition bills between January 5<sup>th</sup> and January 11<sup>th</sup>.
- A text message provided a direct link for payment and referred students with payment questions to call the Bursar's Office or Financial Aid Office for immediate assistance.

Using grant-funded dollars and the College advertising budget, Major-specific programs such as Cybersecurity, Information Technology, Entrepreneurship, Honors, and Transfers were promoted on *Google*, *Instagram*, *Snapchat*, and *Spotify*. The outcome was 17,188 clicks made on Nassau's customized web-landing page, <chosenassau.com>, and 4,096 Prospective Students completed Request More Information form at <chosenassau.com>.

Chair Tuman asked if there were any other items for the Committee to consider. There being none, the meeting adjourned at 6:10 p.m.

Respectfully submitted,

*Anne E. Brandi*

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Anne E. Brandi  
Secretary to the President and  
the Board of Trustees