Student Success and Academic Affairs Committee
Board of Trustees
Massachusetts Bay Community College
8:00 – 10:00 a.m.
Tuesday, April 18, 2023
WebEx Meeting

MINUTES

Trustees Present: Lili Silva (Chair); Tobey Choate; Sandy Lish; Mikael Pyrtel; Rodolpho Sanz; Wendy Vincent

Staff Members Present: David Podell, President; Courtney Jackson, Vice President for Academic Affairs and Provost; Christopher La Barbera, Assistant Provost; Lynne Davis, Dean of Health Sciences; Nina Keery, Dean of Humanities and Social Sciences; Susan Maggioni, Dean of Business and Professional Studies; Chitra Javdekar, Dean of STEM; David Protano, Dean of Automotive Technology; Jeremy Solomon, Associate Vice President for Institutional Advancement, Marketing, and Communications; Richard Williams, Associate Dean for Student Success and Strategic Initiatives; Elizabeth Blumberg, Vice President for Student Development and Dean of Students; Catherine Gildae, Assistant Dean for Institutional Effectiveness; Barbara Bernard, Director of Academic Achievement Center; Susan Hamilton, Assistant Director of Academic Achievement Center; Sean McCarthy, Reading & Writing Specialist; Annabel Smith, Administrative Assistant; Amanda LaRosee, Peer Tutor; Jesse Okoche, Peer Tutor; Tom Niemi, Associate Professor of Business and Professional Studies; Amanda Ferrari, Executive Assistant to the Vice President of Academic Affairs and Provost

CALL TO ORDER, INTRODUCTIONS, AND MINUTES OF PREVIOUS MEETING

Chair Silva declared a quorum was present and called the meeting to order at 8:02am. Trustee Choate motioned to approve the February 14, 2023 minutes and was seconded by Trustee Vincent.

The motion to approve and accept the minutes passed with the following roll call vote: Trustee Choate – YES; Trustee Lish – YES; Trustee Pyrtel – YES; Trustee Sanz – ABSENT; Trustee Vincent – YES; Trustee Silva – YES.

Rodolpho Sans joined the meeting at 8:05am.

GENERAL STUDIES AUTOMOTIVE CERTIFICATE (ALL BRAND)
Courtney Jackson introduced Dean David Protano who discussed the Certificate in General Studies in Automotive Technology. This is a new program that was developed alongside the General Studies Associate Degree program that was approved last year. The Associate Degree program started in September and has been doing well.

The Automotive Division currently has 5 programs – 4 for specific manufacturers which provide manufacturer certification, and 1 that covers most makes and models that allows students to work almost anywhere. With the General Studies Certificate program, students will be trained across most makes and models, which gives students a wider range of job placement options. It is a 39-credit program, and gives students an option to just focus on Automotive classes if the Associate Degree program does not work out for them. There are a lot of job opportunities available for students, and the intention is to increase the electric vehicle training for students.

Chair Silva asked about job opportunities and if graduates would be eligible to work at manufacturers. Dean Protano said that this training gears students to be able to work anywhere, and they aren’t limited. Trustee Choate asked how many students are enrolled in each program. Dean Protano responded that Toyota and BMW are the largest at 24 each. GM and Chrysler aren’t currently filled, mainly due to social distancing requirements during the pandemic, but will hopefully fill. The General Studies Associate Degree had 16 in September. Trustee Pyrtel asked about square footage in Ashland, to which Dean Protano responded 36,000 square feet. Trustee Vincent asked if lab fees increase with the increase planned for the school, and Dean Protano confirmed.

Chair Silva motioned to approve the General Studies Automotive Certificate and send to the full Board for approval. This was seconded by Trustee Vincent.

The motion to approve and accept the General Studies Automotive Certificate passed with the following roll call vote: Trustee Choate – YES; Trustee Lish – YES; Trustee Pyrtel – YES; Trustee Sanz – YES; Trustee Vincent – YES; Trustee Silva – YES.

ACADEMIC ACHIEVEMENT CENTER

Provost Courtney Jackson reminded Trustees of how this year’s meetings have been following the journey of a MassBay student, and today’s agenda intends to give insight into the academic supports the College offers students. Provost Jackson introduced Barbara Bernard, Director of the Academic Achievement Center (AAC).

The AAC builds relationships with students, works with the diverse student population and peer tutors, and collaborates across divisions. Students are met where they are and are given a safe environment to grow and learn. There are full-time, part-time, and student employees providing a variety of services to students.

Susan Hamilton, Assistant Director of the AAC, spoke about the Math and Science Learning Centers. Student visits to these centers have increased dramatically since 2019. The three guiding principles of the
Math and Science center are to provide academic support, encourage constructive social interactions, and empower independent learners. The math center has a drop-in homework center, in-person and remote appointments, targeted workshops, study groups, Achieve In Math (AIM) for non-STEM students, and STEM Starter. The science center also has a drop-in homework center, study groups, in-person and remote appointments and targeted workshops like the math center, but also offers hands-on additional lab support. Sue gave credit to the generous, gentle, compassionate, skilled staff.

Sean McCarthy spoke about the Reading and Writing Learning Center. It has very close ties to the English Department at MassBay and is focused on building more confident writers. The center is generally appointment based, with weekly sessions being encouraged. Specialized workshops are also offered.

Annabel Smith spoke about the Peer Tutoring program. It is a diverse, student based-program recommended by faculty who are in good standing with the college and have a B+ or better in the classes they’re tutoring. The goal of the program is to help bridge content. Embedded tutors work closely with individual classes and is a grant funded program that is still being piloted. Since the pandemic, systems have been streamlined to include an online application and automated workflows to create immediate responses to applicants.

Peer tutors Jesse Okoche and Amanda LaRosee spoke about their experiences and how they’ve created a community with their fellow students.

HIGH IMPACT PRACTICES: OVERVIEW AND FIRST-YEAR SEMINAR

Courtney Jackson introduced Assistant Provost Chris La Barbera to discuss High-Impact Practices (HIPs). HIPs are active learning practices that promote deep learning by promoting student engagement and the principle that students learn better by doing rather than listening. HIPs is one of seven recommendations part of the MA Department of Higher Education’s New Undergraduate Experience.

HIPs include 11 practices, 6 of which are highlighted for community colleges. One of those 6 at MassBay is the First Year Seminar (FYS). Associate Dean Richard Williams spoke about how the First-Year Seminar came about through a discussion at a faculty retreat of how to develop student knowledge and skills to be successful in college that is embedded in the curriculum. A faculty committee funded by the Title III grant came up with the First-Year Seminar Coordinator position.

Professor Tom Niemi is the current First-Year Seminar Coordinator at MassBay. This Coordinator manages the course and leads the faculty. Traditionally, colleges use a FYS as a credit-bearing course during the first semester. Instead, due to financial barriers as well as retention statistics, MassBay has embedded FYS content into subject-specific courses and is open to both first-year students and returning students.

Eleven faculty across all 5 academic divisions were part of the FYS Community of Practice. FYS elements were included in 14 subject-specific course sections. 211 students were enrolled in the fall semester. The desired FYS learning outcome at MassBay focuses on student self-advocacy and personal empowerment. A goal of the program is to build community from the first day of class between both students in class and by connecting them with faculty, staff, and mentors throughout the college and community. Most students who completed the FYS said they could navigate the MassBay support services as well as ask faculty and their
advisors for help. They also reported they felt they could complete their courses, speak comfortably with their classmates, and felt a sense of community.

Going forward, some Fall 2022 FYS faculty will be mentors for future FYS staff. Additionally, FYS faculty will be involved with SOAR, which will allow FYS faculty to have face time with students before the semester begins and begin the relationship building process.

Trustee Choate asked how many students were enrolled. Professor Niemi responded that 211 students were enrolled during the Fall 2022 semester. 194 of those students completed the course. Advisors will guide students into FYS vs. non-FYS courses. The goal is to expand the FYS concept to as many introductory level courses as possible.

Trustee Silva commented on the intentionality the college takes in building community.

ADJOURNMENT

Chair Silva proposed the motion to adjourn the meeting at 9:56am. It was moved by Trustee Choate and seconded by Trustee Sanz. The motion was approved, and the meeting adjourned after the following roll call vote: Trustee Choate – YES; Trustee Lish – ABSENT; Trustee Pyrtel – ABSENT; Trustee Sanz – YES; Trustee Vincent – YES; Chair Silva – YES.

The next meeting was scheduled for Tuesday, June 20, 2023.