



Board Retreat  
Thorlabs  
June 14, 2022

## MINUTES

Start: 9:25 a.m.  
End: 2:15 p.m.  
Present: Dr. Morgus, Dr. Crowley, Ms. Brown, Mr. Gewecke, Dr. Carrick, Mrs. Fox, Dr. Digby, Mr. Santillo, Mr. Hofmann, Dr. Connolly, Mrs. Fullem, and Dr. Nespoli-Facilitator.

### **Introductions, Opening Comments, and Outline for Retreat**

- Tyler Morgus, Board Chair
- Trustees
- President Jon Connolly
- Dr. Lawrence (Larry) Nespoli

During this time Dr. Morgus noted his appreciation for everyone in attendance, and how important it is for these retreats to occur.

Dr. Connolly noted that retreats are a time for the board to get to know one another in a different setting, and the significance of retreats/self-assessment when it comes to Middle States Compliance.

Dr. Nespoli introduced himself and explained his background. He spoke about his role for the retreat and how it was important to have the trustees participate.

**Governance (Policy) vs. Management (Practice)** – The following items were covered during this part of the retreat:

- Definition(s) of policy
- Types of policies
  - A policy on policies
  - Trustee bylaws
  - Categories (academics, students, financial, facilities, etc.)
- Use of policies
- Both the Board and the CEO have role in policy development
- Some typical reasons for “micromanaging”
  - Trustee areas of expertise
  - Trustee affiliation with subset of community
  - Trustee passion about a specific issue
  - Political pressures
- Accreditation standards on governance

**Case Studies: Challenges to being a Policy-Driven Board** – At 10:45 the trustees divided into sub-groups, each covering a different case study. The case studies were:

- Advisory Role vs. Operations
- New Trustees Making Campus Visits
- Campus Demonstrations

Each group reported about their case study and the board discussed takeaways from each of the case studies. One of the follow-up items is to see ***examples/create policy regarding demonstrations on campus.***

## **Break (15 minutes)**

**Code of Ethics and Conduct** – During this time, Mrs. Fox provided an update regarding the Special Policy Committee and the policies that the committee has drafted. Areas covered during this time include:

- Conflicts – Financial and Personal
- Trustee roles and responsibilities
- Trustee behaviors as members of a team
- Question: What might be the key components to an SCCC Policy on a Code of Ethics and Conduct for the board of trustees?

A conversation ensued regarding trustee authority among itself as a board, ie. - Where removal of trustees as officers should be stated, for instance, in policy or bylaws.

## **Lunch/Open Forum**

**Board Self-Assessment** – The following topics were discussed during this portion of the retreat:

- Who participates?
- How often? – Conversation included that a hybrid approach to board assessment, along with the president's evaluation, could occur every other year.
- Surveys
- Discussions and goal setting
- Criteria for evaluation
- Question: What might be the key components to an SCCC Policy on Board Self-Assessment?

**Major Take-Aways, Closing Observations, and Next Steps** – During this time each trustee spoke about their take-Aways from and their thoughts about the retreat.

- Major take-aways
- Importance of future trustee training – NJCCC and ACCT
- Closing Observations – Dr. Nespoli / future training opportunities. Discussed the role of NJCCC and ACCT in the future of new trustees and ongoing trustees training.
- Next Steps – Board Chair Morgus and President Connolly



Kurt Gewecke, Secretary – Board of Trustees