BRISTOL COMMUNITY COLLEGE

Board of Trustees

Board Meeting

MEETING MINUTES

Monday, June 1, 2026

1. **Call to Order**

The four hundred and thirty second meeting of the Bristol Community College Board of Trustees was held on Monday, June 1, 2026. The meeting was held in person at the college's New Bedford location (800 Purchase Street, New Bedford, MA) in Room NB-25 (LL). Chair Medeiros called the meeting to order at 4:17 p.m.

Board Members present: Joan Medeiros, Chair of the Board; Todd McGhee, Vice-Chair *(4:19 p.m. arrival)*; Lynn Motta, Secretary; Renee Clark; Pamela Gauvin; Maria Gonzalez; Jeffrey Karam; Antonio (Tony) Lima; Steven Martins *(virtual)*; and John Morris

Board Member(s) absent: Jamie Wasilowski

Others present: Sedgwick Harris, President; Lucinda Poudrier-Aaronson, Board Liaison; Joyce Brennan; Emmanuel Echevarria; Andrew Fisher; Steve Kenyon; April Lynch; Kate O'Hara; Jo-Ann Pelletier; Judi Urquhart; Jo Ann Bentley; Robert Rezendes; Melanie Johnson; Michael Geary; Colleen Avedikian; Livia Neubert; and various college faculty and staff.

2. **Chair's Remarks**

Chair Medeiros noted that since at least one Trustees is joining us remotely today, she asked Board Liaison, Lucinda Poudrier-Aaronson, to proceed with roll-call attendance.

Renee Clark	Present
Pamela Gauvin	Present
Maria Gonzalez	Present
Jeffrey Karam	Present
Antonio (Tony) Lima	Present
Steven Martins	Present *(virtual)*
Todd McGhee	
John Morris (Alumni Trustee)	Present
Lynn Motta	Present
Jamie Wasilowski	
Chair Joan Medeiros	Present

Chair Medeiros thanked Lucinda. She invited the Dean for the New Bedford campus location, Bob Rezendes, to provide a brief welcome to the New Bedford campus. He welcomed Trustees and the other guests and indicated the New Bedford location continued to be an active and bustling campus with strong enrollment.

Chair Medeiros announced this was her final meeting as Chair of the Board and she has been proud to serve as board chair for the past 10 years. She reflected that in those ten years she and the college had experienced a global pandemic, a cybersecurity incident, and two different Presidents. She chuckled and said she would soon be looking for ways to continue to service the community and the college.

Chair Medeiros asked others to join her to congratulate Trustee Jeffrey Karam on his recent appointment as the new Chair of the Board of Trustees. She shared she believed the Board was in good hands with Chair Karam.

Chair Medeiros also noted that while not present, she wanted to thank Trustee Jamie Wasilowski for stepping in and stepping up to serve as the Student Trustee mid-year. She thanked him for his representation and advocacy on behalf of Bristol students.

She stated that she was happy to announce that Student Trustee elections for AY 2026-2027 were now complete and that the incoming Student Trustee role would be filled by Bristol student, Katy Ordway. Chair Medeiros shared that Katy would begin in the Student Trustee role on July 1st after being sworn in.

Lastly, Chair Medeiros reminded Trustees that an updated Directory and Committee List was contained in their e-materials and in the materials before them today. She asked Trustees to check the confidential Directory to ensure accuracy and to let our Board Liaison, Lucinda, know if there are changes necessary.

<Trustee McGhee arrived at 4:19 p.m.>

3. Consent Agenda
   - Consideration of Minutes of Board of Trustees Meeting for May 4, 2026
   - Consideration of Minutes of the Joint Board Meeting for May 4, 2026
   - Report of Personnel Actions May 2026
   - Report of Workforce and Community Education Contracts for May 2026

Chair Medeiros stated that she hoped the Trustees had the opportunity to review the consent agenda items posted last week electronically and available in materials today. She listed the four Consent Agenda items and asked the Trustees if there were any questions or items that needed to be moved for discussion.

Hearing none, Chair Medeiros stated she was seeking a motion to approve the Consent Agenda items as presented. A motion to approve the Consent Agenda items as presented was made by Trustee McGhee and seconded by Trustee Karam.

Chair Medeiros asked Board Liaison Poudrier-Aaronson to proceed with a roll-call vote.

Renee Clark	Yes
Pamela Gauvin	Yes
Maria Gonzalez	Yes
Jeffrey Karam	Yes
Antonio (Tony) Lima	Yes
Steven Martins	Yes *(virtual)*
Todd McGhee	Yes
John Morris (Alumni Trustee)	Yes
Lynn Motta	Yes
Jamie Wasilowski	
Chair Joan Medeiros	Yes

Upon completion of the roll-call vote, the motion to approve the Consent Agenda items as presented was approved.

Chair Medeiros thanked Board Liaison, Lucinda, and invited Melanie Johnson to provide the Annual AFSCME presentation.

4. **Annual AFSCME Presentation** –*Melanie Johnson,* AFSCME President

Melanie Johnson introduced herself as both a long-term college employee, Bristol alumna, and long-serving AFSCME 1067 Unit I Steward. She outlined the role and responsibilities for AFSCME 1067 including differentiating between Unit I and Unit II employees. She reviewed updates from the past year including contract ratification, professional development, and first impressions of the new President. Melanie shared her support for Interest Based Bargaining as a communication strategy moving forward. She thanked the Board for their time.

Chair Medeiros thanked Melanie Johnson and invited Michael Geary to provide the Annual MCCC presentation.

5. **Annual MCCC Presentation** –*Michael Geary,* MCCC President

Michael Geary also thanked the Board for their time. He shared this would be his last annual report as Livia Neubert would soon be taking the reins and noted that she and other members of the new Executive Committee were in attendance today. He shared highlights from the year and presented an overview of concerns.

Chair Medeiros thanked Michael Geary and invited Colleen Avedikian to provide an overview of the MCCC Fair Pay campaign.

6. **MCCC Fair Pay Campaign** – *Colleen Avedikian,* Chair, Department of Sociology

Colleen Avedikian thanked the Board for their time and shared that in addition to her roles as a faculty member and Chair of the Sociology department, she also served as the Secretary for the statewide collective bargaining entity representing faculty and professional staff at community colleges in the Commonwealth. She noted they have been continuing their work to promote fair pay for unit members noting that pay in the Commonwealth lags and often forces faculty and staff to work additional hours or at more than one job. The MCCC Fair Pay campaign seeks to raise awareness of the need for fair pay across the 15 community colleges. She provided a postcard outlining campaign initiatives and collective concerns.

Chair Medeiros thanked Colleen Avedikian and invited Emmanuel Echevaria to provide a Human Resources presentation.

7. **Human Resources Presentation** – *Emmanuel Echevarria,* Chief Human Resources Officer

CHRO Echevarria provided an executive summary with a vison towards positioning Bristol Community College as *an employer of choice* in the South Coast. He noted that Human Resources work has included impacts across talent acquisition, compensation, performance management, employee retention, labor and employee relations, and workplace culture and morale. CHRO shared data related to each one of these areas of impact. He thanked Trustees and asked for their continued support and recommendations for improvement.

Chair Medeiros thanked Emmanuel Echevaria and invited Jo-Ann Pelletier to provide a Banner/Ellucian update.

8. **Banner/Ellucian Update** – *Jo-Ann Pelletier,* Chief Information & Data Officer

CIDO Pelletier provided an update on the status of the Ellucian Banner Project. She noted the timeline shared previously sharing that the project roll-out remains on schedule and on budget. She shared the next milestones in the project including the introduction of the new myBristol portal which would allow students, faculty, and staff to personalize their digital experience. She noted July 1st was the targeted go live date for the new myBristol portal. Other new tools and key advances include new communication features in financial aid, automation of employee travel expenses, and increased capabilities in Human Resources. Jo-Ann invited any questions and feedback.

Chair Medeiros thanked Jo-Ann Pelletier and invited President Harris to provide the President's Report.

<Trustee Martins exited the meeting (Zoom) at 4:58 p.m.>

9. **President's Report**
   - Review President's Key Goals 2025-2026
   - Community Partnership Highlight
     - Reading Frederick Douglass Together – *Judi Urquhart,* Chief Advancement Officer
   - Trustee Talking Points

- Leading By Example Grantee – *Jo Ann Bentley,* Associate VP Administration & Facilities
- Commencement Recap – *Kate O'Hara,* Vice President, Student Service & Enrollment Management

- Financial Update – *Steve Kenyon,* Vice President, Administration and Finance

President Harris provided updates and status of the key goals and performance indicators shared previously. He specifically highlighted Goal #11 which included five additional early college designation applications in May 2026. The five additional applicants included local high schools – Somerset/Berkley, Westport, Fairhaven, Apponequet, and Joseph Case in Seekonk.

He noted several upcoming college events including Argosy graduation, Bristol's Game Night Gala (Advancement), and the High School Equivalency (HSE) graduation.

He provided a brief update related to several Congressionally Directed Spending projects being advanced by our Area Legislators:

Congressionally Directed Spending Status Overview

Description & Agency	Ask Amount	Projects Advanced by Legislator
Workforce Training Center *(Department of Labor – Employment and Training Administration)*	$2,000,000	Advanced by Senator Edward Markey
Marine Robotics and Autonomous Systems *(Department of Transportation - Port Infrastructure Development Program)*	$2,150,000	Advanced by Representative Bill Keating
Artificial Intelligence Innovation Laboratory *(Department of Transportation, HUD – Community Development Fund)*	$1,000,000	Advanced by Representative Jake Auchincloss
Child Watch *(Department of Education – Fund for the Improvement of Post Secondary Education)*	$250,000	Advanced by Senator Elizabeth Warren
Occupational Safety Program *(Department of Labor)*	$2,000,000	
Fall River Campus Security *(Department of Justice – Community Oriented Policing Services)*	$750,000	Advanced by Senator Elizabeth Warren
TOTAL	$8,150,000	

BRISTOL COMMUNITY COLLEGE ATTLEBORO FALL RIVER NEW BEDFORD TAUNTON ONLINE

President Harris invited Judi Urquhart, Chief Advancement Officer, to highlight an upcoming partnership involving an event called Reading Frederick Douglass Together. Judi invited all to join in a powerful multilingual reading of Frederick Douglass' iconic speech, *What to the Slave is the Fourth of July?* She noted that this event will include readings presented in Wôpanâak (indigenous Wampanoag language), Portuguese, Cape Verdean Creole and English. She shared this free public event reflects the cultural richness of New Bedford today while calling us to consider the speech's enduring message of justice, equity, and freedom. She stated the event will he hosted at Bristol Community College's New Bedford Campus on June 18th and will be opened by UMass Dartmouth Associate Dean/Director of the Frederick Douglass Unity House, Dr. Moise Saint Louis.

President Harris thanked Judi Urquhart and invited Associate VP Administration & Facilities, Jo Ann Bentley, to provide some good news related to acquisition of a recent grant. Associate VP Bentley shared the Department of Energy Resources recently awarded Bristol Community College a Leading by Example Equipment Decarbonization Grant in the amount of $18,955 to partially fund the purchase of one (1) battery electric utility vehicle. She noted the college has also received several other grants from Leading By Example related to the Commonwealth's decarbonization targets set out in Executive Order 594.

President Harris thanked Jo Ann Bentley. He noted that the Commencement Recap noted on the agenda was shared previously in the board memo sent prior to this meeting, so therefore skipped this item and invited Vice President Steve Kenyon to provide the college's financial update.

VP Kenyon noted that from a financial perspective everything continues to fall into place for the last month of the fiscal year. He shared the college's most recent budget update prepared for the Finance Committee earlier today shows a projected surplus of $2.7M and that our original operating budget approved by the board had a $1.2M surplus. VP Kenyon noted the increase is a result of our enrollment for both fall and spring being well over the 6% increase we budgeted. He shared the projected surplus ($2.7M) assumes all cost center managers will spend their budgets, but the reality is that there will likely be a few hundred thousand dollars unspent which could increase the current surplus closer to $3M. VP Kenyon noted that $3M is about 2% of gross revenue which is a good margin for the college.

VP Kenyon shared that the college's investment portfolio continues to perform well this fiscal year, noting that our investment account has a current FYTD return of 13.01%. He noted that currently we have approximately $4.0M of unrealized gain on our

Fidelity portfolio and that the Finance Committee just had their annual report from our Fidelity team. He shared that Fidelity actively manages the portfolio and routinely rebalances based on the current mix of funds and our investment policy.
VP Kenyon thanked the board for the $200,000 approved a couple of months ago for safety improvements. He shared that the poles are being installed now and the security cameras will be installed late June/early July.

In other business, he noted that the college awarded the childcare service contract to Citizens for Citizens. VP Kenyon shared that Citizens for Citizens have been here for several years, and the college is happy to have them continue to provide those services. He noted that this selection was the result of a competitive bid process that we conduct every few years.

VP Kenyon shared that the college is also working on a new bookstore contract with Barnes & Noble, noting that this is the end of a long run with Follett, but it was time for a change. He stated the conversion is scheduled for the week of July 20. He added that the college needed to do something to improve services for our students. He shared this change will take a lot of work from Business Services, ITS, Financial Aid, Academic Affairs and Human Resources to make it successful.

With the new fiscal year starting July 1, VP Kenyon shared the Senate budget was released last week and was one of the more conservative Senate budgets we have seen in recent years. He noted that for Bristol we have about a $1M dollar swing between the House and Senate with half of that being in the SUCCESS program. He stated that he is hopeful that the Conference Committee will produce a budget by June 30 so we can start the new fiscal year with a budget and not a month-to-month state allocation.

Lastly, he stated that summer enrollment is trending at about 13% over last year and 7% over our budgeted amount.

VP Kenyon asked of there were any questions or items for further discussion.

Hearing none, President Harris thanked Steve Kenyon for the financial update and turned the meeting back over to Chair Medeiros.

10. Student Trustee Report – *Trustee Jamie Wasilowski*

Chair Medeiros noted there would be no Student Trustee Report as Trustee Wasilowski was unable to attend today. She invited Trustee González to provide the Nominating & Governance Committee report.

11. Report of the Nominating & Governance Committee – *Trustee Maria González*

Trustee González stated the Nominating & Governance Committee met on May 4, 2026. She noted that in attendance at this committee meeting were herself, Trustee Karam, Trustee Gauvin, Chair Medeiros, and President Harris. She noted that based on the board's bylaws and established guidelines, the Nominating & Governing Committee recommended the reappointment of two Trustees to serve in the officer's roles as both have remaining eligibility. She stated that she had communicated with both these Trustees, and that she had confirmed that they are each willing to accept the nominations for these reappointments if so approved.

As such, Committee Chair González stated she was seeking a motion to reappoint Trustee Todd McGhee as Vice Chair for his second one-year appointment effective immediately. A motion to approve the reappointment of Trustee McGhee as Vice Chair was made by Trustee Clark and seconded by Trustee Motta.

<NOTE: A roll call vote was no longer needed as all Trustees participating in the meeting were now in person.>

Committee Chair González asked for all those in favor and then all those opposed. Hearing no one opposed, she stated the motion to approve Trustee McGhee's Vice-Chair reappointment as presented was approved. Everyone congratulated and thanked Trustee McGhee for his service.

Committee Chair González then stated she was seeking a motion to reappoint Trustee Lynn Motta as Secretary for her third one-year appointment effective immediately. A motion to approve the reappointment of Trustee Motta as Secretary was made by Trustee Clark and seconded by Trustee McGhee.

Committee Chair González asked for all those in favor and then all those opposed. Hearing no one opposed, she stated the motion to approve Trustee Motta's Secretary reappointment as presented was approved. Everyone congratulated and thanked Trustee Motta for her service. She shared that concluded the Nominating & Governance Committee report.

Chair Medeiros thanked Trustee González for the Nominating & Governance Committee report and asked if there were any questions or follow-up needed. Hearing none, she invited Trustee Gauvin to provide the Risk Management Committee report.

12. Report of the Risk Management Committee – *Trustee Pamela Gauvin*

Trustee Gauvin stated the Risk Management Committee met on May 8, 2026. She noted the Trustees in attendance included John Morris, Steve Martins, and Joan Medeiros; as well as Dr. Harris.

She stated the Risk Management Committee meeting agenda covered the following items:

a. **Employee Settlements & Judgements Report Update** – Two items remain pending, while one was resolved for $2,400.

b. **Top Risk Mitigation Action Summary** – The new "Top Risk Mitigation Action Summary" was reviewed with the Committee – covering the period January thru March 2026. The Summary reflects the status of 87 individual actions, determined by respective PLT members, which are to either positively influence or monitor aspects of the previously prioritized Top Risks to the college.

   Key messages included:
   i. Overall, Top Risks are generally stable, with more actions (27) trending towards a decreasing risk posture than a worsening risk posture (10).
   ii. Risks related to the 5-year strategic goal of organizational optimization are collectively trending to a worsening position due to certain identified programs lacking clarity of scope and role definitions, which, if completed, would enable the college to assess adherence to program requirements.
   iii. Notable progress on identifying and implementing workforce solutions (i.e., funding and programs) is addressing future funding/revenue related risks.
   iv. Effective project management practices are a heightened risk watch item as the college pursues new, more complex, and broader impact changes (e.g., Ellucian Banner, Achieving the Dream, new bookstore contract, etc.).

c. **Quarterly Risk Report** – The fourth version of the "Quarterly Risk Report - Executive Summary" was reviewed with the Committee – covering the period January thru March 2026. The summary is a result of the holistic college-wide activity risk reporting.

   Key messages included:
   i. While overall risk trend across Bristol has improved in the first calendar quarter, it still reflects slightly worsening; with concerns focused on the Bookstore, Title II, Taunton re-location efforts; plus impending resource demands for Ellucian Banner and Achieving the Dream.
   ii. Title II (ADA) compliance: effective date delayed one year (to April 2027) by the Department of Justice on April 20, 2026.
   iii. Areas of attention for the next quarter include: continued strategic planning and data management preparation for Ellucian/Banner modernization efforts, kick-off of Achievng the Dream activities, and changes to the contracted college bookstore provider and processes.

d. **Risk Metrics** – Certain risk metrics were reviewed and key messages included:
   i. Full-time employee retention: reflecting a positive two-year trend from 87% retention in calendar year 2023 to 93% in 2025 – roughly a 400 full-time employees base.
   ii. New Employee CyberSecurity Training: a continued three-quarter trend of increased incomplete or past due training. Requires ITS and managers to enforce employee user account lockouts.
   iii. Students Internships: significant increase in student internship placement over the last 12 months totaling 119, which is about two-times the volume of any prior 12-month period.

Trustee Gauvin stated the next meeting of the Risk Management Committee is expected to be in early August 2026; with suggested agenda topics of the Top Risk mitigation plan status and the 2Q 2026 Risk Report Executive Summary, with prioritized Risk Metrics.

Chair Medeiros thanked Trustee Gauvin for the Risk Management Committee report and asked if there were any questions or items to move for discussion.

Hearing none, Chair Medeiros asked if there was any Old Business to come before the Board of Trustees this evening.

13. Old Business

Hearing no items for Old Business, Chair Medeiros asked if there was any New Business to come before the board.

14. New Business

Hearing no items for New Business, Chair Medeiros made a motion to adjourn the meeting at 6:01 p.m.

15. Adjournment

The motion to adjourn the meeting at 6:01 p.m. was seconded by Trustee Karam. The motion to adjourn the board meeting at 6:01 p.m. was approved unanimously.

Minutes Approved by Trustees 08.19.2026