

BRISTOL COMMUNITY COLLEGE

Board of Trustees

Board Meeting

MEETING MINUTES

Monday, November 3, 2025

1. Call to Order

The four hundred and twenty-sixth meeting of the Bristol Community College Board of Trustees was held on Monday, November 3, 2025. The meeting was held in person at the Attleboro campus location (11 Field Road, Attleboro, MA) in Room 225.

Chair Medeiros called the meeting to order at 4:12 p.m.

Board Members present: Joan Medeiros, Chair of the Board; Jeffrey Karam, Vice-Chair; Lynn Motta, Secretary; Renee Clark (virtual); Pamela Gauvin; Antonio (Tony) Lima; Steven Martins; and Todd McGhee

Board Members absent: Maria Gonzalez; Sarahi Rivera Arroyo; and John Morris

Others present: Sedgwick Harris, President; Lucinda Poudrier-Aaronson, Board Liaison; Joyce Brennan; Emmanuel Echevarria; Andrew Fisher; April Lynch; Steve Kenyon; Brianne McDonough; Kate O'Hara; Jo Ann Pelletier; Judi Urquhart; Laura Hogan; Kayla Desrosiers; Denny Cosmo; and Craig Elkins.

2. Chair's Remarks

Chair Medeiros shared that Trustee Clark is joining us virtually and asked Board Liaison, Lucinda Poudrier-Aaronson, to proceed with roll-call attendance.

Renee Clark	Present (virtual)
Pamela Gauvin	Present
Maria Gonzalez	NO
Sarahi Rivera Arroyo (Student Trustee)	NO
Jeffrey Karam	Present
Antonio (Tony) Lima	Present
Steven Martins	Present
Todd McGhee	Present
John Morris (Alumni Trustee)	NO
Lynn Motta	Present
Chair Joan Medeiros	Present

Chair Medeiros thanked Lucinda, and she reminded Trustees that an updated board directory was included in their material including their preferred contact information and appointment terms. She asked Trustees to check for accuracy and let Board Liaison Poudrier-Aaronson know if anything needed to be updated or corrected.

3. **Consent Agenda**

- Consideration of Minutes of Board of Trustees Meeting for October 6, 2025
- Report of Personnel Actions October 2025
- Report of Workforce and Community Education Contracts October 2025

Chair Medeiros stated she hoped that Trustees had the opportunity to review the consent agenda items posted last week electronically and available within your materials today. She listed the three 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 (virtual)
Pamela Gauvin	Yes
Maria Gonzalez	
Sarahi Rivera Arroyo (Student Trustee)	
Jeffrey Karam	Yes
Antonio (Tony) Lima	Yes
Steven Martins	Yes
Todd McGhee	Yes
John Morris (Alumni Trustee)	
Lynn Motta	Yes
Chair Joan Medeiros	Yes

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

Chair Medeiros thanked Board Liaison, Lucinda, and noted that Trustee Motta needed to leave the meeting early so she was moving agenda item #9 (Report of the Finance/Budget Committee) out of order to accommodate her departure later in the meeting. She invited Trustee Motta to provide the Finance/Budget Committee Report.

Trustee Motta shared that the Finance and Budget Committee met twice since her last report. One meeting was a regular quarterly meeting and the other was a special meeting to review the audited financial statements. She stated she was combining these two meetings in her report today.

One October 6, 2025, the Finance/Budget Committee reviewed and approved the Annual Trust Fund Report. Management presented the highlights of the report, including several charts showing the various sources of revenue and expenses. We also reviewed and approved the fourth quarter Trust Fund report. Management walked us through the document and answered questions. There were no significant variances to budget.

We also reviewed the Report of Reserves which is the combination of our Fidelity Investment account and CDs in local financial institutions. We had budgeted \$500K in investment income and unrealized gains, and year-to-date performance is just over \$1M. She noted that the college is investing \$300,000 per month in our Fidelity Investment Account. She shared the Committee also provided management direction on some upcoming CD maturities.

Trustee Motta noted that management presented a year-to-date budget update and that the Committee discussed several variances that were identified. She shared that based on enrollment tuition and fees revenue is about \$1.5M over budget for the fall semester. She stated salaries have also increased as a result of supporting the increased enrollment.

She noted the Committee also approved the President's quarterly expenditure report.

Trustee Motta shared that at a special meeting held via Zoom on October 10, 2025, the Committee spent about one hour reviewing the draft audited financial statements with management. She noted the fiscal performance for fiscal year 2025 was very strong. She shared there were no audit adjustments or management comments made by the auditors and noted that the Board will be getting a complete copy of the audited financial statements and will meet with our audit partner at Withum at our December 1st Board of Trustees meeting.

Trustee Motta invited any questions.

Hearing no questions, Chair Medeiros thanked Trustee Motta for her report and invited Dr. Sedgwick Harris to provide the President's Report.

4. **President's Report**

- President's Key Goals 2025-2026 – Update & Review
- Community Partnership Highlight
 - The Big Read (Attleboro community read partnership) – *Laura Hogan*, Reference/Instruction Librarian
- Trustee Talking Points
 - Veterans Day related collaborations – *Denny Cosmo*, Director of Veterans Center
 - Taunton Relocation Project Update – *Steve Kenyon*, Vice President, Administration & Finance and *Robert Rezendes*, Dean of the Taunton Center
 - Government Shut down (student impact) – *Kate O'Hara*, Vice President, Student Services-Enroll Management
- Financial Update – *Steve Kenyon*, Vice President, Administration and Finance

President Harris began by noting some college news and events. He shared that in December Steve Kenyon and Jo-Ann Pelletier would be presenting information to the Board related to our management information system (Banner/Ellucian). He then noted recent successes by our athletic teams.

President Harris shared that on Saturday (November 1st), the women's soccer team hosted the Rhode Island Knights in the Region XXI Championship. They won that game making Bristol women's soccer team the Region XXI Champion. Bristol women's soccer team (11-0-1) will be playing in the National Tournament on Tuesday, November 11th at Herkimer College in New York.

He shared that on Tuesday, October 28th the Bristol men's soccer team hosted the Bunker Hill Bulldogs for the Region XXI Quarterfinals. After a long-fought battle including twenty minutes of overtime, they won that quarterfinal game and advanced to the semifinal game on Friday, October 31st against the Quinsigamond Wyverns. He shared that they won that semifinal match and went on to play the Region XXI Championship game yesterday (November 2) against Northern Essex Community College noting that unfortunately, they lost that championship game.

President Harris then provided Trustees a brief update of the approved Key Goals for 2025-2026. He said he would continue to provide updates and the status of these key goals and performance indicators at each board meeting as part of the President's Report.

Next, President Harris introduced Laura Hogan, Bristol Librarian, and asked her to provide the Community Partnership Highlight.

She shared that Bristol participates in an annual collaboration with the Attleboro Public Library for the "Big Read" program every year. She shared that this year the collaboration is a community read due to cancellation of National Education Association (NEA) grants. Ms. Hogan noted that past events have included a poetry slam, a panel discussion on workplace accessibility, and a screening of the Mr. Rogers documentary where the theme was kindness.

Ms. Hogan shared this year's common read is a book entitled *Bite by Bite: Nourishments and Jamborees* by author, Aimee Nezhukumatathil. The book focuses on exploring food and storytelling. There will be an event on April 7th showcasing food "zines" created by students and local residents. She explained what a zine is sharing that it is a homemade, non-professional produced magazine designed for a relatively small audience. She provided an example and noted that three recipes from the zines submitted would be selected for tasting at the April 7th event. Ms. Hogan noted that this partnership strengthens campus-community connections, promotes creativity, and integrates learning with cultural engagement.

President Harris thanked Laura Hogan for this highlight and introduced the Director of the college's Veterans Center, Denny Cosmo, to provide the first of our three Trustee Talking Points.

Director Cosmo highlighted several Veterans Day collaborations and events including a community breakfast hosted at the college on Tuesday, November 11, 2025, which would be held before the annual Fall River Veterans Day parade. He invited Trustees to attend.

He also took the opportunity to announce a recent award received by Robin Gallant, our VA School Certifying Official (SCO). She recently received the 2025 NAVPA Service Award (National Association of Veterans' Program Administrators). He noted Robin has over 25 years of service to Bristol students and her dedication and kindness make her a treasured Bristol resource. She is also a proud Bristol alumna.

President Harris thanked Director Cosmo and introduced Steve Kenyon, Vice President for Administration and Finance to provide an update on the Taunton Center relocation project.

VP Kenyon shared there is a lot going on in Taunton that needs to be addressed. He noted that Bob Rezendes, Dean of both our Taunton and New Bedford locations, is continuing to co-chair a college committee with him. VP Kenyon reminded Trustees that the existing Taunton location at the former Coyle Cassidy High School (2 Hamilton Street, Taunton) is now owned by the City of Taunton. They had acquired it from the Diocese a couple of years ago, and they have since invested many millions of dollars in the property and plan on using it as a middle school. VP Kenyon reminded Trustees that several months ago, we were told our lease would not be renewed as of June 30, 2026. He

stated that he and Dean Rezendes have been working with Superintendent Cabral and others seeking options to find interim space solutions while the college finds a permanent location.

He noted that last week, the Superintendent of Buildings for the City of Taunton demanded that Bristol relocate to another part of the school to allow them to access areas where they want to renovate prior to their moving in. VP Kenyon stated he has since drafted a letter to the superintendent indicating we need to stay where we are until the lease is up and how disruptive a move would be only to move again in the summer.

VP Kenyon shared that the college's Request for Proposals (RFP) for a new location yielded only one submission, which is located at 12 Taunton Green. He stated it is a great location with plenty of parking, but space needs extensive remodeling, creating significant timing issues.

VP Kenyon stated the Facilities Committee met earlier today at 3:00, and reviewed the ten-year cost analysis of the bid, enrollment projections, and a recent income statement for the Taunton location. He stated the Facilities Committee will be making recommendations to the full board soon. He noted the project will be very tricky in terms of timing. The proposal is for 18,500 square feet. It has 8,500 square feet on the first floor and the balance is on the lower level. The 8,500 square feet could be ready by September. There are also three other units totaling another 3,200 square feet on the first floor that we can expand into and would be available over the next year. He shared the lower level is not as desirable, so we want to maximize the amount of space on the first floor. He noted that the lower level will not be ready for 18 months given the extensive renovations needed for that space.

VP Kenyon noted that this space gives us a lot of options and opportunities, but the reality is that we will likely get into the space in a staggered timeframe. He shared that this is causing DCAMM (Division of Capital Asset Management and Maintenance) some procurement issues that may force a rebid if the space is not all ready at the same time. DCAMM also has concerns about the lack of windows and egress in the basement that we need to work through.

VP Kenyon stated there is much more to come on this project and shared that the Board would be kept up to date on this important project which has significant implications for Bristol's academic and athletic space needs.

President Harris told the Board to stay tuned for additional updates. He then introduced Kate O'Hara, Vice President of Student Services and Enrollment Management, to provide insight into the student impacts of the government shut down.

VP O'Hara shared that while both Massachusetts and Rhode Island have acted to partially fund SNAP benefits being impacted by the government shut down, our students' food security needs are significant. Several entities at the college including SSEM, Marketing & Communications, the Foundation, and Epicurean Feast have worked together to respond to these student needs. There have already been over 65 requests for assistance for our students impacted by SNAP benefit eliminations. She noted that November is already the highest historical use for the monthly Mobile Food Market. There are currently already 600 families, including students and Fall River families, who have registered for services this month. She noted that the college must cap registration at 900 based on the already strained support of the Boston Area Food Bank. VP O'Hara shared she is proud of the ways the college has mobilized to support students impacted by the government shut down.

President Harris thanked VP O'Hara for the update and asked VP Kenyon to return to provide the Financial Update. VP Kenyon shared that we are at the stage of the fiscal year where fall revenues are in, and we are spending down those revenues each month until spring revenues start coming in. We have three revenue events each year at the start of each semester, but our expenses are very consistent month to month throughout the entire year.

He stated that we estimate our FY26 surplus to be between \$5-6M before any accruals for pension or OPEB. He shared the financial audit is behind us, and the Board will have the auditor's report to you at the December meeting. E noted that we are still working on the A133 audit, which is due in March, and that it is going well. He shared that we had some follow-up work to do on the recent state audit, but that was already completed. He said we have not heard from the State Auditor's Office about a student accessibility audit that many of the other community colleges are facing.

VP Kenyon stated that we are now starting to turn our focus on the FY27 budget and identify any impactful events that need to be funded. The two largest on the horizon are the Taunton relocation and Banner SaaS Software implementation. He shared that both these events increase expenses by about \$1M a year.

He noted that also significant for next year is our enrollment projection. VP O'Hara and I will determine our budgeted enrollment growth number for next year. He stated that enrollment is one of the most impactful data points that guide many future decisions including hiring and any expansion of services.

VP Kenyon shared that we have signed an MOA with the MCCC union and will process payments referred to as intervals for a December payroll. That will be about \$100K. Those funds have been received already. The new contract has a 3.5% pay increase for January that is subject to funding via supplemental appropriation. He noted that the estimate for that pay increase is just over \$1.2M.

VP Kenyon stated that the federal government shutdown is of particular concern as the days go on. More federal employees are getting furloughed, so we anticipate the likelihood of disruption to our federal grants to increase. We already have several program offices in DC on furlough holding up approvals on budget modifications and other questions we have.

He shared our investment performance remains strong with fiscal year-to-date performance at just over 9%. Our unrealized gain for the FY to date is \$1.6M, exceeding our budget of \$500K.

Lastly, VP Kenyon updated the Board on two key fiscal positions. He shared we have failed the search for the Assistant Comptroller. He stated we are taking down the posting and will repost once the new Comptroller starts in mid-December. He stated that we have a candidate that has accepted our offer for Comptroller, and I will introduce you to her at an upcoming meeting.

Chair Medeiros thanked VP Kenyon, President Harris, and other members of the college's leadership team for these informative presentations today. She invited Chief Strategy Officer, April Lynch, to provide an update of the college's Mission and Vision revision process.

5. Mission/Vision Update Presentation – *April Lynch*, Chief Strategy Officer

Chief Strategy Officer Lynch began her presentation reminding Trustees that in addition to the Strategic Planning Process, the college has been actively engaged in a revision process related to the college's mission and vision statements.

CSO Lynch reminded Trustees that during the summer, both the President's Leadership Team (PLT) and the Board of Trustees (BoT) had participated in retreats with presentations and open discussions focused on the development of new mission and vision statements for the college. She shared that at the Opening Day in September faculty and staff

also participated in the discussion process utilizing working groups. She shared that new statements were developed based on this aggregated feedback.

She shared that the new mission and vision statements were vetted, reviewed, and modified by PLT. These new statements were also vetted with the college community including students. The statements were then modified based on this second round of feedback.

CSO Lynch shared proposed statements as follows:

Proposed Mission Statement

Bristol Community College transforms lives through education and workforce training, empowering every learner to achieve success. Guided by purpose and connected by community, we foster innovation, lifelong learning, and contribute to the economic growth of our region.

Proposed Vision Statement

Educating Minds. Enriching Lives. Strengthening our Community.

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BRISTOL COMMUNITY COLLEGE ATTLEBORO FALL RIVER NEW BEDFORD TAUNTON ONLINE

She continued stating that next steps included Board feedback and approval. Once approved by the Board she intended to submit newly proposed mission and vision statements to the Department of Higher Education (DHE) for their December board meeting. After approval from DHE, there would be an intentional communication roll-out to the college and community.

CSO Lynch asked if there were any questions or discussion needed about either of these two proposed statements.

Trustee Gauvin and Trustee Lima both noted these statements looked good and were much more succinct and user friendly. They each noted they could also see and hear the Trustees' previous feedback in these two proposed statements.

Board Chair Medeiros asked if there were any other questions or discussion. Hearing none, she asked for a motion to approve the Mission Statement as presented. Trustee McGhee made a motion to approve the Mission Statement as presented and the motion was seconded by Trustee Motta.

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

Renee Clark	Yes (virtual)
Pamela Gauvin	Yes
Maria Gonzalez	
Sarahi Rivera Arroyo (Student Trustee)	
Jeffrey Karam	Yes
Antonio (Tony) Lima	Yes
Steven Martins	Yes
Todd McGhee	Yes
John Morris (Alumni Trustee)	

Lynn Motta	Yes
Chair Joan Medeiros	Yes

Upon completion of the roll-call vote, the motion to approve the Mission Statement as presented was approved unanimously.

Board Chair Medeiros then asked for a motion to approve the Vision Statement as presented. Trustee McGhee made a motion to approve the Vision Statement as presented and the motion was seconded by Trustee Karam.

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

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

Upon completion of the roll-call vote, the motion to approve the Vision Statement as presented was approved unanimously.

Chair Medeiros thanked Chief Strategy Officer Lynch and then invited VP O'Hara to provide a presentation related to an overview of the Fall 2025 Enrollment.

6. **Fall 2025 Enrollment Overview** – *Kate O'Hara*, Vice President, Student Services-Enroll Management

VP O'Hara began by providing a Fall 2025 enrollment snapshot. This included a 15% increase in headcount over Fall 2024 enrollment and a 25% increase in students enrolled who identify as BIPOC. She noted there was a small decrease (~3%) in the number of students enrolled who were age 25 and above. She stated the simplified free community college message worked.

Total Impact

2024-2025

- Total # of MassReconnect students = 1,356
- Total amount of MassReconnect funding = \$4,358,455
- Total # of MassEducate students = 4,076
- Total amount of MassEducate funding = \$8,356,735

Fall 2025

- Total # of MassReconnect students = 1,099
- Total amount of MassReconnect funding = \$2,247,356
- Total # of MassEducate students = 2,002
- Total amount of MassEducate funding = \$4,842,946

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VP O'Hara then provided updates by fund source including MassEducate and MassReconnect. She also noted several demographic snapshots by gender identification, BIPOC identification, and student status (part-time v. full-time).

Key takeaways included:

Key Takeaways

- Simple message of “**free college**” continues to work
- **37.5%** increase in headcount since the launch of MassReconnect
- **69%** increase in students who identify as BIPOC since MassReconnect
 - 58% increase in Black/African American students
 - 92% increase in Hispanic students
- Students who receive MassReconnect or MassEducate funding take **more credits per semester** decreasing their time to degree completion.
- **72%** of currently enrolled credit-seeking students are attending the college for free this fall through all federal and state aid programs.

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ATLEBORO FALL RIVER NEW BEDFORD TAUNTON ONLINE

VP O'Hara shared while these enrollment impacts are significant, she has continued to remind everyone, including Trustees, that retention initiatives are also very important. She noted that free college gets them in the door but how we retain them is equally important. She stated work to increase FAFSA completion and a new advising model have been instrumental in student retention efforts at Bristol.

She noted that within the first year of the new SUCCESS Model at Bristol, retention rates have increased by 25%, putting Bristol ahead of all other MA community colleges. She shared that Bristol has moved from worst to first!

Chair Medeiros asked if there were any questions or discussion. Hearing none, she thanked VP O'Hara for delivering this good news and then invited Dean of Dual Enrollment, Craig Elkins, to provide a brief presentation related to the college's Early College and Dual Enrollment programs.

<Trustee Motta left the meeting at 5:04 p.m.>

7. Early College/Dual Enrollment – Craig Elkins, Dean of Dual Enrollment

Dean Elkins began his presentation by making the distinction between the two programs – Dual Enrollment v. Early College. He shared that both programs provide opportunities and benefits for students to begin college early, but they are unique and different.



Dual Enrollment vs. Early College

Dual Enrollment Overview

Dual Enrollment offers individual college courses for juniors or seniors, sometimes with tuition fees and limited support.

Early College Program

Early College is a free, structured multi-year program starting in 10th grade with full academic and advising support. Key focus on Underrepresented population

Academic and Career Alignment

Early College aligns credits with career and academic pathways, enabling some students to earn an associate degree early.

College Transition Outcomes

Early College's structured nature leads to stronger outcomes in college transition compared to Dual Enrollment.

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He provided details related to impact metrics, curricular components, and Bristol's early college partners for Fall 2025. He also provided a snapshot of early college enrollment data from Fall 2019 through Spring 2024, as well as the Fall 2025 enrollment data.

Dean Elkins noted that DHE has set a goal to move from 11,000 students in early college enrollment programs statewide to 100,000 enrolled in these programs moving forward. He ended his presentation with the key priorities for FY2026 as Bristol works to support the DHE and college goals.

Key Priorities FY 2026

Data and Reporting

- Developing Reporting tool to capture past DE/EC students for yield and graduation data
- Fine tuning HEIRs reporting to capture all students to develop benchmarks:
 - Matriculation and Yield rates, Retention and completion rates

Communication and Professional Development

- Communication plans for target audiences to improve user experience
 - Student involvement and automated communications within SLATE Admissions Platform
 - Partnership Discussions
 - CTE County Roundtables
 - EC District Meetings
- Online Community building for consistent experience and information sharing
- Faculty Professional Development Series in collaboration with LASH Center: Spring 2026

Partnership Expansion

- Future Early College Designations within the serving area
 - Swansea
 - Apponequet Regional High School
 - Seekonk
- CDEP MOU Designation 2025-2026
- Articulation Agreements with Chapter 74 schools

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Chair Medeiros asked if there were any questions for Dean Elkins. Hearing none, she shared that with Trustee Rivera-Arroyo's unexpected absence, the Student Trustee Report would be provided to Trustees in written format after the meeting tonight.

She reminded Trustees that Trustee Motta's Report of the Finance/Budget Committee had been completed earlier in the agenda before she left the Board Meeting tonight. She asked if there were any additional Old Business items to come before the Board at this time.

8. **Student Trustee Report** – *Trustee Sarabi Rivera Arroyo*
9. **Report of Finance/Budget Committee** – *Trustee Lynn Motta*
10. **Old Business**

Hearing no additional items for Old Business consideration, Chair Medeiros invited President Harris to provide a reminder to all Trustees to attend the Bristol's Annual Legislators' Breakfast.

President Harris invited all Trustees to attend this important college hosted event on Monday, December 8, 2025, 8:30 a.m., at the NOWI (198 Herman Melville Blvd, New Bedford). He noted they all should have received an invitation and an Outlook calendar request.

Trustee Lima asked for clarification on registration sharing that the form indicated “Legislator’s Name”. Board Liaison Poudrier-Aaronson shared she would update the registration/RSVP form but it should read “Legislator/Invited Guest” and Trustees should utilize the RSVP link they received in the invitation.

Chair Medeiros asked if there were any New Business items to consider in addition to the policies noted on the agenda for board review and approval.

11. New Business

- President Emeritus Discussion – *Joan Medeiros*, Board Chair
- Policy(s) for Review and Approval – *Emmanuel Echevarria*, ~~Vice President, Administration & Finance~~ Chief Human Resources Officer
 - **01** New Employee Relocation Policy

Chair Medeiros shared that within the Trustee material today (and posted electronically), was the President Emeritus Policy. She asked for a motion to approve the policy as presented. Board Liaison Poudrier-Aaronson noted that this policy was approved previously at the August Board meeting.

Trustee McGhee made a motion to approve the President Emeritus Policy as presented and the motion was seconded by Trustee Gauvin. Chair Medeiros asked Board Liaison Poudrier-Aaronson to proceed with a roll-call vote.

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

Chair Medeiros invited Chief Human Resources Officer, Emmanuel Echevarria, to present the one policy for Trustees’ review and consideration for approval tonight.

CHO Echevarria jokingly shared that he believed he may have been given an unintentional promotion on the agenda tonight and asked if he could request the corresponding salary. *<There was a typo in position title on the meeting agenda. Insert laughter here.>*

Utilizing the .ppt slide deck, CHO Echevarria provided an overview of the New Employee Relocation Policy including a summary of changes and next steps before seeking the Board's approval for updates to this policy. He asked if there were any questions or discussion.

Hearing none, Chair Medeiros asked for a motion to approve the New Employee Relocation Policy as presented. A motion to approve the New Employee Relocation Policy as presented was made by Trustee McGhee and seconded by Trustee Karam. Chair Medeiros asked Board Liaison Poudrier-Aaronson to proceed with the roll-call vote.

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

Upon completion of the roll-call vote, the motion to approve the New Employee Relocation Policy as presented was approved unanimously.

Chair Medeiros thanked CHO Echevarria for the policy review presentation and approval process.

12. Adjournment

Chair Medeiros invited any final thoughts, comments, or questions for Board consideration today before adjourning the Board meeting. Hearing none, she asked for a motion to adjourn the Board meeting at 5:31 p.m. A motion to adjourn the meeting was made by Trustee McGhee and seconded by Trustee Karam. Chair Medeiros asked Board Liaison Poudrier-Aaronson to proceed with the roll-call vote.

Renee Clark	Yes (virtual)
Pamela Gauvin	Yes
Maria Gonzalez	

Sarahi Rivera Arroyo (Student Trustee)	
Jeffrey Karam	Yes
Antonio (Tony) Lima	Yes
Steven Martins	Yes
Todd McGhee	Yes
John Morris (Alumni Trustee)	
Lynn Motta	
Chair Joan Medeiros	Yes

Upon completion of the roll-call vote, the motion to adjourn the board meeting at 5:31 p.m. was approved unanimously.