

**Bristol Community College  
Fall River, Massachusetts**

**Board of Trustees  
Meeting Minutes**

**February 27, 2023**

I. Call to Order

The four hundred and first regular meeting of the Bristol Community College Board of Trustees was held on Monday, February 27, 2023, in person in the Ryckebusch Faculty Staff Lounge in the Commonwealth College Center Building on the Fall River Campus at 777 Elsbree Street, Fall River, Massachusetts. The meeting was called to order at 4:12 p.m.

Trustees present: Joan Medeiros, Chair; Renee Clark; Valentina Videva Dufresne, Secretary; Joseph Ferreira; Pamela Gauvin, Esq.; Jeffrey Karam, Vice Chair; James Mathes; Todd McGhee; and Lynn Motta.

Trustees absent: Frank Baptista and Samuel Horton.

II. Chair's Remarks

Chair Medeiros welcomed all to the meeting. She asked everyone present at the meeting to introduce themselves for the benefit of the new Trustee Joseph Ferreira. After the introductions, Chair Medeiros noted an upcoming One SouthCoast Chamber event on March 22 – the Roger Valcourt Outstanding Citizen Award that would be given to Trustee Frank Baptista.

(Trustee Pamela Gauvin joined the meeting at this time.)

III. Consideration of Consent Agenda Items

Chair Medeiros asked if any consent agenda items needed to be moved to the regular agenda. There were no items to move. She then read the Consent Agenda Items listed and asked for a motion to approve said items.

- Consideration of Minutes of Board of Trustees Meeting for January 30, 2023
- Report of Personnel Actions February 2023
- Report of Workforce and Community Education Contracts February 2023
- Early Retirement Incentive Program - ERIP

A motion was made by Trustee Clark to approve the consent agenda items and seconded by Trustee Videva Dufresne. The motion was approved.

#### IV. Multicultural Overview and Multicultural Center Presentation

President Laura Douglas introduced Dariel “D.T.” Henry, Director of TRIO and Interim Director of the Multicultural Student Center, and Melissa Rogers, Special Programs Coordinator for Multicultural Affairs, who gave a Multicultural Overview and Multicultural Center presentation to the Board. The following are some of the highlights of their report.

##### Multicultural Student Center Mission & Purpose

The Multicultural Student Center (MSC) welcomes students, faculty and staff of “ALL” cultures, identities, backgrounds, abilities and orientations. Our goal is to create an environment where students feel safe, included, and free to be their authentic selves. The Center creates programming, events, and initiatives in the spirit of social justice and equity.

##### Where we began...

- Established in 2014 on the Fall River Campus.
- Appointment only space that evolved into an open, student-centered space within the next couple of years.
- One full-time director and one part-time employee.
- Focus during this period was on recruitment of students to physical MSC space, celebrations, Drop-Ins, club activities and informal mentorship.
- MSC was appointed new office/center area in July 2018.

##### Where we are...

During the FY22 School Year...

- 62.5% of MSC students identified as students of color.
- We have found that the students who frequent the MSC who identify as white usually further identify as Pell Eligible, LGBTQIA+, Student with Disability, First Generation, Parent and/or Athlete.
- 200 students total participated in activities. FY22 saw very limited MSC usage sign-ins for center space due to Covid-19.

As of February 2023...

- **223** students have participated in MSC program and activities during the FY23 school year.
- Majority of students participated in multiple MSC activities.
- The Multicultural Student Center has been "signed into" over **1,000** times during the FY23 school year.

##### MSC Student Programs

BRIDGE Student Partnership -

The BRIDGE Student Partnership program provides inescapable support through multiple strategies for participants. The program is aimed at serving students who identify as BIPOC. The goal is to enhance students' educational journey through community and partnerships.

#### Student Leadership Academy -

The Bristol Leadership Academy is a virtual nine-week leadership training symposium that prepares students each year to be effective global citizens who are engaged in transforming their communities. The Student Leadership Academy is a partnership effort run by the Office of Student and Family Engagement and Multicultural Student Center.

#### Student Leadership Academy

##### 2021-2022 School Year

- 10 students successfully completed the inaugural 9-week training.
- 90% identified as students of color.
- Average GPA of leadership students was a 3.33.

##### 2022-2023 School Year

- This year we have had a record number of 90 nominations for the Leadership Academy.
- 35 students are currently a part of the program for the 2023 academy session.

#### Drop-In Sessions

The MSC began offering Drop-In sessions where students are given the opportunity to increase their knowledge of key student success resources. They are held right in the MSC, to meet students where they are.

“At the MSC Drop-In Sessions, you were able to ask questions right then and there. Going online and talking over the phone can be confusing and frustrating, however, getting answers immediately helped settle my anxiety.” -MSC Student

#### Virtual Student Lounge

Began during the pandemic to create equitable access for students looking to connect with services.

"The MSC virtual student lounge Drop-In's gave me an outlet to express myself during these tough times." -Student during COVID19 Pandemic

#### Heritage Months, Cultural Celebrations & Activities

Celebrate, Honor & Learn:

- Black & African American History Month
- Latino(a)(x) Heritage Month
- Asian & Pacific Islander Heritage Month
- Pride LGBTQIA+ Month
- LGBTQIA+ History Month
- Indigenous Peoples Heritage Month
- Cultural & Religious days such as: International Women's Day, National Coming Out Day, Diwali, Ramadan, Dia De Los Muertos, Trans Day of Visibility, and many more!

Activities to celebrate & educate include:

- Keynote speakers

- Cultural Food Tastings
- Celebrations
- Resource tables
- Workshops
- Documentary & Movie Screenings
- Performances
- Newsletters
- Social Media Campaigns
- Displays & Activities in the Multicultural Student Center and more

#### Student Clubs

The Multicultural Student Center helps support many identity clubs on campus. This currently includes:

- Black Student Union
- K Club
- HERO (LGBTQIA+) Club
- Latinx Student Association

#### Student Voices

“My favorite thing about the Multicultural Student Center is being able to just have somewhere on campus to hang out & not feel isolated. Plus, I love pop-up cultural food events.”

“My favorite thing about the Multicultural Student Center is the ability to use their resources that help with academics (i.e., the study room) and being introduced to new opportunities.”

“My experience with the Multicultural Student Center has been miraculous. Melissa Rogers was always open to listen and welcomed ideas. She always encouraged me to present my insight for any event. From my experience, Multicultural Student Center finds and provides opportunities for students to lead and polish their skills.”

“I love that there are many resources available at the Multicultural Student Center. It is the one place I go in between classes, or in between school and work. I can go and relax and do work on the big comfy chairs, and they even have multiple computers available for students to use.”

“I love all the different people I have encountered [in the MSC] and grew to love as my second family.”

“My favorite thing about the MSC this semester, fall 2022, is that through the MSC I made some amazing friends. I am happy to be able to be a part of the MSC next semester.”

“I make use of the Multicultural Student Center on a daily basis because of the assistance they offer. I like the diversity of the center, and that people’s differences are respected. It is a great place for me to escape during the course of the day.”

#### Social Justice Forum

- We have had over 13 Social Justice Forums since 2020.
- Over 1,193 registrations. 620 people subscribed to the MCA Social Justice Newsletter.

- Social Justice webpage has recap of Social Justice Forums and additional resources for every topic covered.
- Currently 809 signatures on the Bristol Pledge.

“Thank you for dedicating your time and efforts to these forums. Your panelists were so real and so open and greatly generous in sharing their voices. I recognize it is not their responsibility to educate me and it seems to me it must be exhausting to continue the endless loop of these conversations while seeing little or no change. That being said, I also perceived this may be therapeutic for some and that brings me joy to imagine that impact.” - Social Justice Forum Audience Member

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#### Dr. Martin Luther King Jr. Breakfast and Day of Service

- 23-year Bristol Tradition.
- Transformed from breakfast to breakfast and day of service in 2020.
- Was held virtually for a few years due to Covid.
- Resumed in-person events this year (2023).

Chair Medeiros thanked Mr. Henry and Ms. Rogers for their presentation.

### V. President’s Report

#### Trustee Talking Points

##### DHE Commissioner Noe Ortega Visit

President Douglas said the Commissioner of the Department of Higher Education (DHE) Dr. Noe Ortega came to the Fall River Campus on February 21. Besides meeting with President Douglas, he took a tour of the campus and met with students. He was very impressed with such a diverse group of students. He reviewed unfunded mandates with President Douglas and discussed how we can work on these. He also said he appreciates all that we do.

##### Kathleen MacLean Gift

Steve Ragno, Director of Development and Alumni Affairs, spoke to the Board about a \$500,000 gift received from Foundation Member Kathleen MacLean for expansion of the Nursing program with a focus on underrepresented students. This will expand the program from a nine-month curriculum to a twelve-month curriculum and will allow the college to hire additional faculty. The expected launch for this is January 2024 and will include 24 students.

Dale Parnell Award

President Douglas said that Bristol Faculty Member, Adrienne Foster Scharf, Ph.D., was recently awarded the 2023 Dale P. Parnell Distinguished Faculty Award from the American Association of Community Colleges. This award recognizes faculty who exemplify excellence in an academic setting and also go beyond the classroom to help their students achieve success. Only 24 faculty are selected a year. Dr. Foster Scharf does a lot to support our BIPOC students in the STEM field and is a wonderful mentor. She has recently accepted the role of Interim Dean of STEM.

Spring Enrollment Update

V.P. of Student Services and Enrollment Management Kate O’Hara gave a spring enrollment update to the Board.

Spring Enrollment Update

	Spring 2022	Spring 2023	% Change
Headcount	5,153	5,303	2.9%
FTE	3,021.5	3,012.5	-0.3%
Total Credits	45,322	45,188	-0.3%
Total Courses	977	1,066	9.1%
Seatcount	14,575	14,525	-0.3%
Census Date	2/8/2022	2/7/2023	N/A

V.P. O’Hara said that the slide represents a snapshot of where we are; enrollment is relatively even and trending well. We are up over 20% in new student enrollment and returning students are up as well. We are up 9% in BIPOC students and up 7% in part-time students. The population is younger – 63% are under 24.

She said for context of the numbers, it is a rosy view, but we have not collected all tuition payments as the deferred payment due date was moved to February 23, 2023. Also, academic dismissals have not been submitted due to the system being down from the cyberattack. We allowed students to continue but dismissals did not go out until last week and we are working with 450 students on this.

Trustee Videva Dufresne asked how Bristol was rating with other colleges. V.P. O’Hara said we are trending fairly well as other community colleges are down. President Douglas said that in April, the DHE will post enrollment data for all 15 community colleges, so we will know better then. Trustee Ferreira asked if there is outreach to students who fell behind during the pandemic. V.P. O’Hara said they launched the Student Success Center which works on bringing back 3,000 students that dropped out during the pandemic. We try to catch students before they leave due to life issues that surface.

Chair Medeiros thanked V.P. O’Hara for her update.

(Trustee Todd McGhee left the meeting at this time.)

Foundation Scholarships

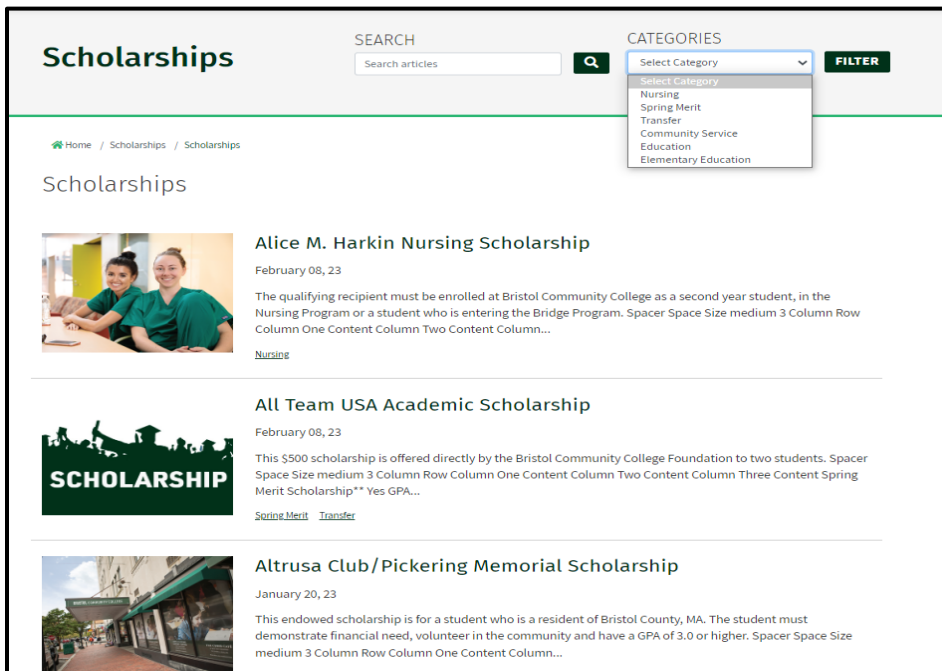
Steve Ragno, Director of Development and Alumni Affairs, gave a presentation on Foundation Scholarships. The following are highlights of his report.

Foundation Scholarships

- Each year approximately 300 scholarships are disbursed with amounts ranging from \$250 to \$4,000.
- The application period: February 27 – April 14, 2023.
- Application reviews: mid-April to end of May.
- Final scholarships awarded: mid-to end-June for following academic year.

Foundation Scholarships @ [www.Bristolcc.edu/Scholarships](http://www.Bristolcc.edu/Scholarships)

- New web-based searchable scholarship database lets you search all scholarships either by freeform text or by drop down categories including:
  - Area of Study
  - Geography
  - Transfer
  - Specialty (Veteran, Ethnicity, Gender, etc.)




- Users can drill down into each scholarship to learn more about the scholarship’s background and eligibility requirements (including minimum GPA and geographic focus).
- Each page takes the reader directly to the scholarship application page.





## Scholarships

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### Alice M. Harkin Nursing Scholarship



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The qualifying recipient must be enrolled at Bristol Community College as a second year student, in the Nursing Program or a student who is entering the Bridge Program.

Spring Merit Scholarship**	GPA Minimum	Geographic Focus
No	3.0	N/A

\*\*Spring Merit Scholarships are not applied for. Students are recommended for these awards by their professor based on academic merit. Students earning Merit Scholarships are recognized during the May Student Awards Night.

[CLICK HERE FOR THE APPLICATION PORTAL](#)

### Foundation Scholarships

- Scholarship applications are accessible by students by logging into Banner using their student ID and password.

**BRISTOL COMMUNITY COLLEGE**  
**FOUNDATION**

Opportunities

[Applicants and Administrators](#) [References and Reviewers](#)

Welcome!

The application for scholarships for the 2023-2024 academic year will be available starting February 27, 2023. The application deadline for students planning to enroll at Bristol for Fall 2023 or for students planning to graduate from Bristol in May 2023 and attend a four-year college in Fall 2023 is April 14, 2023. Please note we do not have scholarships for current Bristol students who are enrolling at another college in Fall 2023 without first graduating from Bristol.

To complete the scholarship application, you must be a currently enrolled student. All application questions should be answered based on your Fall 2023 academic program.

While we do our best to provide scholarships to as many applicants as possible, we are not able to give scholarships to all who apply. However, we encourage you to complete the application as we have over 150 scholarships available for students attending Bristol in Fall 2023.

If you are a Student or Scholarship Administrator, please sign in using your Login and password. If you need help with your Login or password, please click on [trouble signing in](#).

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Bristol Community College Speakers Series

- In 2007, Jewish Omni Services Scholarship in Honor of Richard Wolfson was established to support Nursing students at Bristol whose focus was in geriatric nursing.
- In 2022, Jewish Omni Homes closed, and Mr. Wolfson recommended that the endowed fund support a Bristol Community College Speaker Series.
- Goal: to annually bring well-known, high-name recognition speakers to Bristol Community College.
- Launch of the Speaker Series will be at the start of academic year 2023-2024.

Trustee Videva Dufresne asked if there were any other ways (video, etc.) for students to submit a scholarship application or essay if English is not their strong suite. President Douglas said not at this time, but we will see how this new tool works out.

Chair Medeiros thanked Mr. Ragno for his presentation.

President's Approved 2022-2023 Key Goals

President Douglas reviewed the following updates to her goals with the Board.

- Strategy 1: Objective 1 - Academic Affairs is in the process of assessing low performing programs and will provide recommendations for action by middle of May. In addition, the assessment will include suggestions for program expansion with a supporting rationale.  
Objective 2 - In Process. Phase One of the plan will be ready for sharing and review by end of March.  
Objective 3 - A pilot framework for effectively advising adult online learners is in development. The framework includes best practices, an onboarding plan/checklist, key touch points, support services model and key data needed to measure the impact. The pilot will launch in March and be in effect through the fall. Initial results will be summarized and presented. If successful, the pilot will be adopted as part of our proactive advising model.
- Strategy 2: Objective 1 - Modifications to the grid are expected to be implemented by mid-March, based on feedback from the consortium. In April, a request for proposals will be made to outside consultants for content development.  
Objective 2 - Initial Data collected on our math co-requisites and service-learning HIPs are showing a “compensatory effect” for our BIPOC, LatinX and Pell eligible students. This means that students are doing as well or better than the total student population.  
Objective 4 - Social justice and racial equity will be embedded into the equity core competency grid as part of the Higher Education Innovation Fund grant.
- Strategy 3: Objective 2 - Campus Deans (Attleboro, New Bedford, Taunton) are defining their strategies to include community and partnership development plans, as well as academic plans (the programs, courses and certificates that should be offered at each campus.)
- Strategy 4: Objective 4 - College-wide Advisory Board meetings resume in April. A sharing mechanism for this information is being reviewed and explored.

President Douglas concluded her report.

## VI. Financial Update

Vice President Kenyon gave the following report to the Board. The following are some of the highlights of his report.

- As V.P. O’Hara mentioned in her spring enrollment update, tuition bills were due February 23, 2023.
- We are right on track with the budget and it is more positive than it was.
- During the Finance/Budget Committee meeting, we noted a \$4.6 million loss for FY23 and a \$6.9 million loss last year. This does not include the Early Retirement Incentive Plan (ERIP) savings of \$1.5 million in salaries.
- For FY24, we are reviewing a lot of models and assumptions, and may get a better idea when the Governor’s budget comes out.
- At the April Board Meeting, we plan to present the FY24 budget.
- We hope to see an end of enrollment trending downward.
- Seventy percent of expenses are Payroll; the President’s Leadership Team is reviewing all vacancies.

V.P. Kenyon concluded his report.

## VII. Report of the Awards Committee

Trustee Renee Clark, Chair of the Awards Committee, gave her report to the Board. She said the Awards Committee met on January 30, 2023. The Committee reviewed the submitted nominations for the two awards to be presented by the Board at Commencement on May 20, 2023 - the Honorary Degree Award and Distinguished Citizen Award.

For Honorary Degree, the Committee selected Mr. Peter Souza - Chief Official White House Photographer for many years and native of the New Bedford area. For Distinguished Citizen, the Committee selected Mr. Jason Rua - very well known in the Fall River and New Bedford region, who has received numerous awards and accolades, and has served on the boards of many area organizations.

The Committee's recommendations of Mr. Peter Souza for Honorary Degree and Mr. Jason Rua for Distinguished Citizen were now brought before the full Board for approval.

Chair Medeiros requested a motion to accept the report and recommendations of the Awards Committee. A motion was made by Trustee Mathes to accept the report and recommendations of the Awards Committee. This was seconded by Trustee Gauvin.

The motion was approved.

VIII. Report of the Student Trustee

Student Trustee Samuel Horton was not in attendance; therefore, no report was given.

(Trustee Renee Clark left the meeting at this time.)

IX. Old Business

There was no Old Business.

X. New Business

Policies for Review and Approval

- College Insurance Policy
- Standard of Ethical Conduct
- Written Information Security Program (WISP)

Trustee Karam asked if the three policies up for review were state mandated policies. V.P. Kenyon said no, the College Insurance Policy was not, but both the Standard for Ethical Conduct and the Written Information Security Program were.

Chair Medeiros requested a motion to approve the three policies. A motion was made by Trustee Karam to approve the three policies:

- College Insurance Policy
- Standard of Ethical Conduct
- Written Information Security Program (WISP)

This was seconded by Trustee Mathes.

The motion was approved.

Results of Board of Trustees Self-Assessment; April Mini-Retreat Topics

Chair Medeiros said this would be reviewed at the April 3 Mini-Retreat.

Legislative Agenda

President Douglas reviewed the following Community College FY24 Budget Priorities with the Board:

- Direct Appropriations and Formula Funding – more money in appropriations and formula funding.
- Fund Supporting Urgent Community College Equity through Student Services (SUCCESS) – provides wraparound supports and services to improve outcomes for students facing barriers.
- Free Community College –
  - MassReconnect was to be announced tomorrow but canceled due to snow. This is for residents who are 25 years old and up who have not earned a college degree.

- Senate President Spilka is promoting a broader initiative of free college for all.
- Early College – supporting an increase from \$19 million to \$27.6 million.
- Workforce Development – once finalized, President Douglas will ask the Board how to support this.

President Douglas also mentioned the CONNECT Legislative Gathering and Awards Dinner to be held on March 23, 2023, at UMass Dartmouth. The Board had been sent an invitation if interested in attending.

XI. Adjournment

There being no further business to come before the Board, Chair Medeiros declared the meeting adjourned. The time was 5:19 p.m.

Respectfully submitted,

*Valentina Videva Dufresne*

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Valentina Videva Dufresne, Secretary

4/3/23  
Date Approved

KAW  
Initials