

**Bristol Community College
Fall River, Massachusetts**

**Board of Trustees
Meeting Minutes**

February 24, 2020

I. Call to Order

The three hundred and seventy-fourth regular meeting of the Bristol Community College Board of Trustees was held on Monday, February 24, 2020, in Room D209 of the Hudnall Administration Building on the Fall River Campus at 777 Elsbree Street. Chair Joan Medeiros called the meeting to order at 4:05 p.m.

Trustees present: Joan Medeiros, Chair; Frank Baptista; Samir Bhattacharyya; Valentina Videva Dufresne; Keith Hovan; Jeffrey Karam; Lynn Malasi; Sandra Saunders, Esq., Secretary; Diane Silvia; and CJ Souza.

Trustees absent: Steven Torres, Esq., Vice Chair.

Chair Medeiros welcomed all to the meeting.

Chair Medeiros said that Mr. Robert Murray, the Co-Editor-In-Chief of the Bristol Community College student newspaper *The Hawk*, requested permission to record audio only of this Board of Trustees meeting. He would record the meeting on his cell phone for transcription purposes in their writing process and would not release the audio to the public. He would not address the Board with any questions at the meeting.

II. Public Comment

Chair Medeiros said that Dr. Colleen Avedikian, Professor of Sociology, Curriculum Coordinator, Liberal Arts-Behavioral and Social Sciences Transfer Program, requested a public comment period at today's Board meeting to speak to the Board of Trustees about "The Cherish Act." Her comments, which would take no more than 5 minutes, would focus on the details of the legislation, and its importance to all the stakeholders in public higher education in Massachusetts.

Chair Medeiros asked Dr. Avedikian to proceed. Dr. Avedikian spoke to the Board of Trustees. (Please see Dr. Avedikian's attached statement.)

Chair Medeiros thanked Dr. Avedikian.

III. Chair's Remarks

Chair Medeiros said Bristol had a successful Future Summit on Friday, February 7, 2020, which was well attended.

IV. 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.

- Minutes of Board Meeting of January 13, 2020
- Minutes of Board Workshop of January 13, 2020
- Report of Personnel Actions February 2020
- Report of Workforce and Community Education Contracts February 2020

Upon a motion made by Trustee Malasi and seconded by Trustee Souza, it was VOTED to accept the Consent Agenda Items.

V. President's Report

President Laura Douglas introduced the new Dean of the Attleboro Campus, Kate O'Hara and asked her to say a few words. Ms. O'Hara said that this was her seventh week and she has had the pleasure of meeting some of the Board members already. She previously worked at Bay State College for 18 years serving as Vice President of Student Affairs and Dean of Students. She has begun working on the Strategic Plan for the college's Attleboro campus and has met with all academic departments. She is now focusing on the Attleboro campus and has become very active in the Attleboro community. She has joined the local Rotary, is working with Mr. Jack Lank at the United Regional Chamber for their Legislative Summit and will participate in the her first Attleboro Campus Advisory Board meeting in a few weeks. Bristol Attleboro is as a very warm and welcoming campus.

President Douglas introduced Vice President of Marketing and Communications Joyce Brennan who discussed Bristol's ranking of #1 by *Schools.com*.

Bristol Community College ranked #1 Top Community College in Massachusetts by *Schools.com*

Bristol Community College was recently ranked the #1 top community college in Massachusetts by *Schools.com*. The ranking highlighted Bristol's career-driven programs, resources available to help returning students be successful and the convenient choice to learn at one of four college locations, along with fully online programs.

Schools.com evaluated Massachusetts community colleges, across 14 ranking variables, using the *National Center for Education Statistics' Integrated*

Postsecondary Education Data System (IPEDS). Each school was scored using data points such as the percent of students that transferred to a four-year institution and completed within eight years, student-to-faculty ratio, full-time student retention rate and more.

Schools.com connects current and prospective students with the tools, resources, schools, career info and more that they can use to find the right degree program for their educational and career plans.

President Douglas introduced Vice President of Administration and Finance Steve Kenyon who discussed Bristol's Big Dig.

The Big Dig

The construction at our campus in Fall River is and will be very conspicuous; the end product will be almost 100% invisible to the public. The college is in the midst of getting a new underground steam line, a new underground electrical duct bank and a new underground gas line. The cost is \$27 million.

The earth-moving action started last September. It is estimated to be completed this September. Bristol can, every two years, ask the state for money for a large capital project. So like many of the other state schools, Bristol asked for some of the state funds a couple of years back. We hit the jackpot in that we are the only college getting both underground steam line and underground electrical duct bank.

The state's Division of Capital Asset Management and Maintenance (DCAMM) is overseeing the Bristol project. Gilbane, Inc. is the on-site construction manager.

Trustee Videva Dufresne asked how long was the project. V.P. Kenyon said it would take two fiscal years to complete, until September 2020, and they are on target. Trustee Souza asked how the campus would look for Commencement. V.P. Kenyon said he is not sure where they will be in the process at that time but is paying close attention to the progress. Trustee Karam said the project must be ahead with the warm weather we have had this winter. V.P. Kenyon said he expects no delays.

President Douglas gave a recap of the Future Summit.

Future Summit Recap

The Future Summit held on Friday, February 7, 2020, attended by approximately 160 members of the college, business and local community, was designed to foster discussion on some key themes that were identified in the environmental scan completed during the fall semester. The four topics included were:

- Creating pathways to support enrollment for immigrant, minority, first-generation and adult students.

- Aligning school districts, colleges and employers for long-term success.
- Maintaining the personal touch in a high-tech learning environment.
- Creating a culture of change, collaboration and innovation.

Content specialists in each of the areas were invited to provide mini “Ed Talks” on each of the topics. The talks were then followed by workshops that were facilitated by members of the Strategic Planning Committee using group exercises created by CampusWorks that were designed to invoke deep discussions by attendees.

During the workshops, each group developed a number of impact statements that addressed each of the topics. The statements are now being reviewed and summarized by CampusWorks and our strategic fellows. The finalized list of statements will be used during the “scale to plan” workshops being held throughout the spring semester as a foundation for developing the key strategies for the college moving forward.

On Friday, February 21, President Douglas and the Strategic Planning Committee met with Commissioner Carlos Santiago from the Department of Higher Education (DHE) as part of the timeline for Bristol’s Strategic Plan. Bristol hopes to be on the Board of Higher Education’s agenda in October for approval of our Strategic Plan.

President Douglas gave an enrollment update to the Board. Spring enrollment at Bristol Community College experienced a -4% decline in comparison to spring 2019. The college is trending ahead of its budgeted credits of 57,000. Registration highlights included:

1. Fewer students whose registrations were cancelled due to non-payment.
2. Fewer cancellations on class sections (less than 7%).
3. 25% increase in the January winter session enrollment.
4. 3.19% increase in online enrollment.
5. 19.64% increase in dual enrollment.

President Douglas presented the proposed new Mission Statement to the Board and asked for their opinions - “Bristol enriches lives through accessible, innovative and inclusive education to prepare students to navigate our ever-changing world.”

After some discussion, the Board recommended the following changes: “Bristol enriches lives through accessible, innovative and inclusive education that prepares students to successfully navigate our ever-changing world.” President Douglas said she would make these two changes and the Strategic Planning Committee will send it out to the college community for feedback.

President Douglas then reviewed the current Vision Statement and proposed drafts with the Board. She said that the statements drafted by the Board at their November 4, 2019, workshop were vetted through the Strategic Planning Committee, which drafted the following six initial ideas/concepts for the Vision Statement:

- Create a stronger, more vibrant community through education.
- To create a vibrant economy through an educated community.
- Innovative, nimble, learner by learner.
- To create and support a vibrant economy.
- An engaged, motivated, and educated community.
- Helping our students understand the value of education.

These were then honed down to the following four synthesized Vision Statements:

1. To create a stronger, more vibrant community through education.
2. To create a vibrant economy through education.
3. An engaged, motivated, and educated community.
4. A vibrant and educated community.

President Douglas asked the Board to review the four draft statements and determine which one should be put forth to the college community for review. After some discussion, the Board chose the first one: “To create a stronger, more vibrant community through education.” President Douglas said she would forward this to the Strategic Planning Committee who will then send it out to the college community for feedback.

President Douglas gave kudos to Vice President for Information Technology Services Jo-Ann Pelletier and the Leadership Council for all the work they have done with Shared Governance.

President Douglas gave a quick update of her approved 2019-2020 Key Goals to the Board.

- A taskforce for English as a Second Language (ESOL) was launched.
- In the Workforce Education Institute area, a marketing plan and NOWI brand have been developed.
- For Non Unit Professional (NUP) employees, equity and inclusion training is now required; this is to be incorporated into the Professional Day in March.

VI. Report of the Awards Committee

Trustee Sandra Saunders, Chair of the Awards Committee, gave her report to the Board of the Committee meeting of January 13, 2020.

The Awards Committee met on January 13, 2020, and reviewed the submitted nominations for the two awards to be presented at Bristol Community College’s Commencement on May 30, 2020 – the Honorary Degree Award and the Distinguished Citizen Award. The Committee was impressed with the nominees. After some discussion, it was determined and unanimously recommended that the awardees would be the following: Honorary Degree Award to Margery Eagan and the Distinguished Citizen Award to Joseph A. Marshall, RFC ’78. The Committee’s recommendations were to be presented to the full Board of Trustees for approval.

Upon a motion made by Trustee Baptista and seconded by Trustee Silvia, it was VOTED to accept the recommendations of the Awards Committee to award the Honorary Degree Award to Margery Eagan and the Distinguished Citizen Award to Joseph A. Marshall, RFC '78 at Bristol's 2020 Commencement.

VII. Report of Student Trustee

Trustee Souza gave his report to the Board. The following are some of the highlights of the report:

- Student Senate members are attending PHENOM's Advocacy Day at the State House on Monday, March 2, 2020.
- A clothing swap sponsored by the Seeds of Sustainability club was held recently.
- One of the Student Advisory Council's goals is to promote Open Education Resources (OER), which will provide a great textbook savings to students. They are collecting 200 signatures across all campuses.

VIII. Financial Update

Vice President Kenyon presented a Financial Update to the Board on *Building the Budget*. (Please see the attached presentation.)

V.P. Kenyon said that the college should end the fiscal year strong. The Board's Finance/Budget Committee reviewed and approved the FY 2021 budget at their meeting today; it will now be presented for full Board approval at the next Board of Trustees Meeting. V.P. Kenyon stressed the importance of the relationship with the Foundation; they have approved \$2 million for FY21 budget. The question was asked how the DHE's Equity Agenda was to be funded. V.P. Kenyon said that he has been in contact with the DHE and they will be sharing this information with the colleges during the summer. The DHE is also looking into providing Boards of Trustees with Fiduciary Training.

V.P. Kenyon noted that of all the Massachusetts Community Colleges, Bristol is the third least expensive. Bristol is a very efficient and high performing institution. State appropriations are decades old but they have stopped funding with the funding formula. It is now 1% across the board. Disparities will continue to grow.

IX. Old Business

There was no Old Business to come before the Board.

X. New Business

Trustee Videva Dufresne said that former Student Trustee Sarah Hincapie has accepted a position at Sensata Technologies. President Douglas said that Kylie Pasternak, also a former Student Trustee, is currently employed at Teledyne Marine.

XI. Adjournment

There being no further business to come before the Board, Chair Medeiros declared the meeting adjourned. The time was 5:16 p.m.

Respectfully submitted,

Sandra Saunders, Esq.

Sandra Saunders, Esq., Secretary

 4/16/2020
Date Approved

 KAW
Initials