

Bristol Community College  
Fall River, Massachusetts

Board of Trustees  
Meeting Minutes

November 4, 2019

I. Call to Order

The three hundred and seventy-second regular meeting of the Bristol Community College Board of Trustees was held on Monday, November 4, 2019, in the Ryckebusch Faculty Staff Lounge in the Commonwealth College Center Building on our Fall River Campus at 777 Elsbree Street. Chair Joan Medeiros called the meeting to order at 4:10 p.m.

Trustees present: Joan Medeiros, Chair; Frank Baptista; Valentina Videva Dufresne; Jeffrey Karam; Lynn Malasi; Sandra Saunders, Esq., Secretary; Diane Silvia; CJ Souza; and Steven Torres, Esq., Vice Chair.

Trustees absent: Keith Hovan and Samir Bhattacharyya.

II. Chair's Remarks

Chair Medeiros welcomed all to the meeting.

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 October 7, 2019
- Report of the Finance/Budget Committee Meeting of October 7, 2019
- Report of Personnel Actions
- Report of Workforce and Community Education Contracts

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

IV. President's Report

President Douglas reviewed the following Talking Points and introduced Vice President for Academic Affairs Suzanne Buglione who discussed Early College Designation and Planning Grants:

### **Early College Designation and Planning Grants**

Bristol has received Early College designation from the Massachusetts Department of Higher Education and Elementary and Secondary Education with both Diman Regional Vocational High School and B.M.C. Durfee High School. Early College Pathways are grounded in equitable access, academic pathways, robust student support and connections to career, high quality and deep partnerships. Two Early College Planning Grant proposals were submitted. The Diman Pathway will lead to the General Studies Health and Life Sciences degree and Bristol would be the fiscal lead. Two Durfee Pathways will lead to the Business degree or the General Studies Health and Life Sciences degree with Durfee as the fiscal lead.

These Pathways would begin in ninth and tenth grade with orientation to college, followed by college level courses introducing their majors in eleventh and twelfth grade. Students would complete these programs at least a year early, with a significant cost savings.

Vice President Ed Cabellon discussed the Bristol Women's Center and Veterans Center.

### **Bristol Women's Center Overview Celebrates One Year of Operation**

The Women's Center at Bristol Community College is a safe and supportive space of empowerment through advocacy and education. The Women's Center commits to the support and progress of students from all genders and identities in their personal, academic and career needs. The Women's Center promotes the concept of intersectionality—that gender intersects with all other markers of identity—and thus works to help the members of the college community understand the complexity of their lives and the lives of others. This work is done by educational experiences that connect the classroom with the outside world regarding women and gender issues through topics such as physical wellness, career guidance and family planning. The Women's Center connects students, faculty and staff with resources within and outside the college that best support their success. The Women's Center is located in E building, Room 104A of the Fall River Campus. It is open Monday through Friday, from 9 a.m. to 4:30 p.m.

### **Bristol Veterans Center**

Vice President Cabellon said they recently hired a new director of the Veterans Center, Justin Caverio. Justin is a military veteran with 21 years of active duty – he spent four years in the Marine Corps and the rest in the Army National Guard. He is also a Bristol graduate from 2001. Justin is currently acclimating himself to the college, meeting veterans and promoting the Center's resources.

Vice President for Academic Affairs Suzanne Buglione discussed a new academic colloquium offered at Bristol.

### **A More Perfect Union: Bristol Stands Against Hate Colloquium**

An academic colloquium on understanding, *A More Perfect Union: Bristol Stands Against Hate*, is Bristol's response to the rise in hate crimes in the country and inspires people to get along and speak out when injustice and hatred are served around them. Over 200 faculty, staff, students and guests attended each of the first two presentations of this special series. The *Fall River Herald*, *Voice of America* in Washington, D.C. and the *Saint Louis Dispatch* have given coverage to the events. The colloquium kicked off in September with a keynote by Dr. James Waller, professor of Holocaust and Genocide Studies at Keene State College. In October, Aisha Sultan, filmmaker and a nationally syndicated columnist, led a panel discussion about her film on race and bias. Upcoming events include a workshop on the potential that social media can have in radicalizing youth and a spoken word poetry presentation on responding to hate. This series engages students, employees and community members. All are welcome to attend.

President Douglas briefly reviewed her 2019-20 goals with the Board. She asked if the Board had any questions. There were no questions from the Board.

#### V. Report of Student Trustee

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

- Calendar Update
  - Trustee Souza met with V.P. Cabellon, Andrea Fortier and Emma Montague regarding the formation of a club or student calendar. They decided to focus on updating the current calendar to make it visually appealing and functional. They also discussed ways they could make the calendar more easily accessible to students of all abilities.
- Community College Advocacy Day
  - Community College Advocacy Day was held on October 23 at the State House in Boston. Bristol students met with Representative Carole Fiola that day.
- CCSLA (Community College Student Leadership Association)
  - CCSLA Conference is to be held November 7 – 8 in western Massachusetts. Several members of Bristol's Student Senate and the Student Trustee are to attend. This event will provide leadership training, professional development as well as networking opportunities to our student leaders.

#### VI. Financial Update

Vice President Steve Kenyon gave his Financial Update. The following are some of the highlights of his report:

- FY20 revenue is still on track to meet projections for this year thanks to a great summer and level fall.
- The stock market has been positive and our portfolio is currently up \$330,000 from year-end with annual budgeted growth of \$400,000.
- Controlling spending is getting tougher. Salaries for new hires are coming in a little higher than projected and transitioning folks off grants onto college funds is a little over budget.
- We have six students who are deaf this semester, up two from last year. The cost per semester to provide services is about \$200,000. Last year, we were supported by the Massachusetts Rehab Commission and we have solicited their assistance again this year.
- We are out to bid for a new food service provider that will become operational during the intersession in December. Unless we scale back our hours and/or days of operation, we may be shifting to a model that does not provide commissions but will cost the college to provide the service. This cost may be a few thousand to \$75,000 - \$100,000 depending upon how we structure the deal.
- We just drew down and deposited over \$8 million in financial aid to pay charges for the fall semester and refunded students \$1.9 million for excess financial aid above charges.
- We are working on the FY21 budget that we will present to the Board's Finance/Budget Committee in February. We have already sent out base budget requests to the departments and received some guidance for budgeting for contractual increases.
- We are basing the FY21 budget on a 5% decrease in enrollment. We expect enrollment to level off soon with another dip coming in a few years.
- The last few years we have lost money on our core activity but our investment income and capital appropriations have kept our financial position strong. This will keep us rolling to increase our net position and build a strong balance sheet but we will gradually need to shrink our operational budget.
- While a move in Taunton is likely in FY21, we are not budgeting any cost implications for that move at this time. We will first see how the RFP process goes and what type of bids we receive.
- The NOWI will be a large investment that will be built into the FY21 budget, both for the physical infrastructure necessary to provide the training and the training of our instructors necessary to get the facility operational. It will likely be a \$6 million investment.

## VII. Old Business

Ms. Kathleen Wordell said that today the Trustees were given the instructions to create their Bristol email accounts that were discussed at the last Board meeting. If any Trustees had questions, they were to contact Ms. Wordell. The Board decided to wait to begin implementation of their Bristol emails until all Trustees' accounts were established and logged into the system.

VIII. New Business

Chair Medeiros said that some Trustees have requested that the Board meeting material be mailed out again to the Trustees instead of sent electronically as they feel that since they copy the material anyway, they would prefer that a hard copy be mailed to them instead. Chair Medeiros requested that Ms. Wordell survey the Board as to their preference for distribution of the Board meeting material - either mail a hard copy or send it electronically as we have been doing for the past few months. Chair Medeiros will share the results with the Board afterwards.

Trustee Silvia said that she recently heard on social media and in the news that the Bristol nurse pinning ceremony had been eliminated for 2020. President Douglas said that the nurse pinning ceremony was definitely on and the date is yet to be determined.

IX. Adjournment

There being no further business to come before the Board, Chair Medeiros declared the meeting adjourned. The time was 4:37 p.m.

Respectfully submitted,

*Sandra Saunders, Esq.*

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Sandra Saunders, Esq., Secretary

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\_12/9/19\_  
Date Approved

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Initials