

**Bristol Community College
Fall River, Massachusetts**

**Board of Trustees
Trustee Affirmative Action and Policy Review Committee Meeting**

April 25, 2017

A. Convening

The Bristol Community College Trustee Affirmative Action and Policy Review Committee met on Tuesday, April 25, 2017, in J211 of the John J. Sbrega Health and Science Building, at the Fall River Campus. Chair of the Committee Steve Torres called the meeting to order at 2:07 p.m.

Trustees present: Steven Torres, Esq., Chair of the Committee (remotely via conference call); Joan Medeiros; Anthony Sapienza; and Joseph Marshall, Chairman of the Board of Trustees.

Trustees absent: None

Others present: Recording Secretary Kathleen Wordell and Larry Gibson of Gibson Consulting.

Committee Chair Steven Torres welcomed all to the meeting.

B. Consideration of Minutes of Meeting of March 21, 2017

Upon a Motion made by Trustee Medeiros to accept the Minutes of the March 21, 2017 meeting, as submitted, and seconded by Trustee Sapienza, it was

VOTED to accept the Minutes of the March 21, 2017 meeting as submitted.

C. Consultant Progress to Date

Committee Chair Torres asked Mr. Larry Gibson of Gibson Consulting to give an update on his progress to date. Mr. Gibson said he has been compiling findings and formulating recommendations and has picked up on the general trends and patterns.

The next step is to send a memo to the College Community regarding interviews. The Committee reviewed the draft document. Mr. Gibson said he is making time available for those who want to come forward – 3 blocks of time initially for approximately 18 people anticipated. Mr. Gibson has been discussing with Trustee Torres the protocol for the meetings and for setting ground rules in a positive constructive way. One issue to address is if individuals want to be represented by a witness, legal counsel, or a union representative – Mr. Gibson will need counsel in kind at the interview.

Trustee Torres said that this raises a good point – this is not a grievance or disciplinary action; if someone insists on bringing someone to the interview, then Mr. Gibson should have representation also. Chair Marshall said to remember that these interviews are for data collection purposes only. Trustee Sapienza said that it would be a good idea to add this to the protocol. The individual making the appointment will need to notify Mr. Gibson ahead of time if they wish to bring someone. If more than 18 people come

forward to be interviewed then Mr. Gibson can add additional blocks of time as needed. Other revisions to the memo include rewording of the fourth bullet and no walk-ins will be accepted - interviews are to be conducted by appointment only. Mr. Gibson will revise the draft memo and Kathleen Wordell will send it to the Committee to review before it is sent out to the College Community. The memo is to be sent via email to the College Community, all enrolled students, the BCC Board of Trustees, the BCC Foundation, and the Alumni Association.

Trustee Torres said that while this has entirely been a review of the HR process and the initial complaints from the Union involved HR policies and practices, it did not include students. Mr. Gibson must be prepared in case students come in for interviews and address it at that time. The Committee agreed that it would be good for Mr. Gibson to have a conversation with Vice President Steve Ozug, Vice President for Preparedness, Compliance, and Students, before the interviews begin to gain a better understanding of the process involving student complaints. It might also be good if Mr. Gibson contacts former Vice President of Human Resources and Affirmative Action Tafa Awolaju to further understand the HR process.

Mr. Gibson said that he should have the final report completed by May 25. Trustee Medeiros made a motion to accept the new report deadline of May 25, 2017. This was seconded by Trustee Sapienza and it was

VOTED to accept the new report deadline of May 25, 2017.

D. Old Business

There was no old business to come before the Committee.

E. New Business

There was no new business to come before the Committee.

F. Determine Next Committee Meeting

It was decided that the next Committee Meeting would take place on Thursday, June 1, 2017, at 2:00 p.m. in Room J211. It may be necessary to conduct the meeting in an Executive Session.

G. Adjournment

There being no further business to come before the Committee, Committee Chair Torres declared the meeting adjourned. The time was 2:54 p.m.

Respectfully submitted,

Steve Torres, Esq., Chairman
Trustee Affirmative Action and Policy Review Committee

__6/1/17__
Approved

____KAW____
Initials