

Bristol Community College  
Fall River, Massachusetts

Board of Trustees  
Meeting Minutes

January 30, 2017

A. Convening

The three hundred and forty-seventh regular meeting of the Bristol Community College Board of Trustees was held on Monday, January 30, 2017, in Room D209 of the Hudnall Administration Building, on our Fall River Campus at 777 Elsbree Street. Chair Joseph Marshall called the meeting to order at 4:02 p.m.

Trustees present: Joseph Marshall, Chair; Dr. Patricia Andrade; Samuel Lema; Joan Medeiros; Cynthia Rose; Diane Silvia, Vice Chair; Steven Torres, Esq.; and Max Volterra, Esq., Secretary.

Trustees absent: Keith Hovan; Anthony Sapienza; and Sandra Saunders, Esq.

B. Information from the Chair

Chair Joseph Marshall welcomed all to the meeting.

C. Consideration of Minutes of Candidates' Interviews November 28 – December 9, 2016

Upon a Motion made by Trustee Volterra to accept the Minutes of the Candidates' Interviews from November 28 – December 9, 2016, as submitted, and seconded by Trustee Rose, it was

VOTED to accept the Minutes of the Candidates' Interviews from November 28 – December 9, 2016, as submitted.

D. Consideration of Minutes of the Meeting of December 5, 2016

Upon a Motion made by Trustee Rose to accept the Minutes of the Meeting of December 5, 2016, as submitted, and seconded by Trustee Silvia, it was

VOTED to accept the Minutes of the Meeting of December 5, 2016, as submitted.

E. Consideration of Minutes of Special Meeting of December 15, 2016

Upon a Motion made by Trustee Silvia to accept the Minutes of the Special Meeting of December 15, 2016, as submitted, and seconded by Trustee Rose, it was

VOTED to accept the Minutes of the Special Meeting of December 15, 2016, as submitted.

F. President's Report

President Sbrega said that President Donald Trump's executive order of no refugees allowed for 120 days (90 days for seven select countries) has greatly affected the public higher education community. UMass Dartmouth had two professors detained from returning to the U.S. and BCC has three faculty members who are college-sponsored for their green card. Commissioner Carlos Santiago has just now issued a request for us to provide a description as to how this order has impacted our campus – we are still compiling the information. Vice President Joyce Brennan and President Sbrega are putting together a college statement. We are looking to DC for further clarification.

The Dr. Martin Luther King, Jr. Breakfast on Monday, January 16 went very well; we had over 300 attendees.

The official President's Evaluation Letter from Commissioner Santiago was included in your material.

On January 11, former Trustee John Almeida's memorial service was held in the BCC Theater.

Enrollment at the College: The following enrollment material has been provided to you. FTE is down -4% (each percentage point is equal to \$142,000) and headcount is also down -1.54%. While this is bad news, BCC still fares better than the other Massachusetts community colleges. Commissioner Santiago realizes this is a community college issue; the state universities are level. Enrollment is inversely proportional with the economy. The Governors' budget is level.

Retention is -2.03%. We spend the money on recruitment but retention is equally important. Since 1995, BCC has exceeded the 15 community colleges in retention.

Synchronized instruction classes are being piloted at the BCC Attleboro and BCC Fall River Campuses. Students in Fall River can participate in a class taught in Attleboro via a skype-type program.

At the January 25 Student Senate Meeting, two items were discussed:

1. Students will be able to park free in New Bedford thanks to the efforts of Vice President Steve Kenyon and members of the New Bedford City Council.
2. Students can also use their student ID in the bookstore to honor a lower price if found online.

On January 21, a high school robotics competition was hosted at BCC. Meghan Abella-Bowen coordinated the event.

President Sbrega is to have meetings with the New Bedford Chamber and District Attorney Thomas Quinn regarding education as an alternative sentencing.

On January 12 – 13, 2017, CONNECT held a two-day Prior Learning Summit at Bridgewater State University.

College Communications has initiated a new marketing campaign, “Your College, Your Future.”

There have been five BCC street signs posted in Attleboro.

Celina Pendexter, Compliance Officer and Veteran Apprenticeship Representative, has been working with Chair Marshall regarding Veterans Affairs. The centers on Campus are moving ahead – Veteran Educational Center, Women’s Center, and Multicultural Center.

The Communications Office has purchased a list of 6053 veterans that fit our profile. We have already received 1251 clicks to the link and 304 have visited our campus.

Professional Planning Day was held on January 23, 2017. Trustee Torres attended the event and spoke about the Trustee Affirmative Action and Policy Review Committee and the policy review process that will take place. President Sbrega’s remarks for opening day included:

1. The trial is still in litigation and we cannot comment on it.
2. Affirmative Action Security Issues – the Trustee Affirmative Action and Policy Review Committee is moving forward so we must be patient and let the process unfold.

The NEASC Report has been submitted. Vice President Greg Sethares, Vice President Joyce Brennan, and Dean Sarah Morrell helped to coordinate the material. It was well received by NEASC.

On January 18, President Sbrega participated in a NEASC conference call regarding accreditation.

In a collaboration of the BCC Workforce Education Institute and Academic Affairs Office, Bristol Community College’s program “The Sustainable and Green Energy Technology One-Stop Workforce Solution” was selected as one of the 10 Bellwether Finalist Winners in the *Work Force Development (WD)* category for the prestigious 2017 Bellwether Award. BCC was competitively selected to compete at the Community College Futures Assembly; Vice President Paul Vigeant and Associate Vice President Anthony Ucci are currently in Orlando, Florida to present.

Vice President Steve Kenyon conducted a tour of the BCC Taunton Center for representatives of Mass Bay Community College who are considering such an endeavor.

Tomorrow, January 31, 2017, the BCC New Bedford Campus will celebrate its 15<sup>th</sup> Anniversary. There will be an open house at the Campus between 2 – 4 p.m. The New Bedford City Council will present the College with a certificate commemorating the event.

On February 7, BCC is serving as home base and host for the State Senate's Commonwealth Conversations listening tour. The Senators are to meet here in the morning and travel throughout the southeastern Massachusetts region ending with a public forum at 6:00 p.m. in the Atrium of BCC's Commonwealth College Center Building. President Sbrega will be giving remarks at their first stop in Taunton.

President Sbrega had discussions with Vice President Tafa Awolaju. He has decided to announce his retirement after 22 years of service to BCC. Tafa asks that you respect his privacy by not announcing it yet to the College Community. President Sbrega thanks all present for respecting Vice President Awolaju's wishes.

### **Other Items of Interest**

On January 19, President Sbrega attended a Capital Campaign meeting with Nick Christ, Patrick Murray, Donald Smith, and Vice President Elizabeth McCarthy.

Jon D'Angelo, Regional Director from Senator Elizabeth Warren's Office, met with President Sbrega on January 19.

Adjunct Professional Day was held on Saturday, January 21.

On January 24, President Sbrega attended a combined Board of Higher Education and Board of Elementary and Secondary Education Meeting at Bridgewater State University. Afterwards, he participated in a CONNECT meeting with Secretary of Education James Peyser and Commissioner Carlos Santiago.

President Sbrega attended a BCC Attleboro Advisory Board Meeting on January 27.

January 27 was International Holocaust Remembrance Day which marks the 1945 date of the liberation of Auschwitz. The spring schedule of events for the Holocaust Center includes:

- March 23 – Lecture by Julius Mann – Holocaust Survivor; at 4:00 p.m. in H209-H210.
- March 31 – Native American Genocide Conference from 8:30 a.m. until 3:00 p.m. in the Jackson Arts Center.
- April 6 – Lecture by Langer L. Lawrence – Holocaust Scholar at 4:00 p.m. in H209.

FAFSA (Free Application for Federal Student Aid) Day was held on Sunday, January 29, from 1:00 – 4:00 p.m. BCC hosted this event on Sunday for families providing free assistance and guidance by experts. The event was sponsored by Dean Sarah Morrell and Upward Bound/Education Talent Search.

Joseph Abboud Manufacturing is updating its facility and now has rooftop solar.

BCC and the UMass Universities (Amherst, Boston, Lowell, and Dartmouth) along with Northeastern University, Tufts University, and Woods Hole Oceanographic Institute are developing a national research network for offshore wind. BCC is a workforce training partner.

Liaisons for BCC in U.K. educational institutions have expressed interest in BCC for offshore wind training.

BCC has been selected by the League for Innovation to present in March.

Upon a Motion made by Trustee Sapienza to accept the President's Report, and seconded by Trustee Silvia, it was

VOTED to accept the President's Report.

G. Report of the Trustee Affirmative Action and Policy Review Committee

Trustee Steven Torres, Chair of the Trustee Affirmative Action and Policy Review Committee, gave his report to the Board on the Committee meetings of January 12, 2017, and January 30, 2017.

The Committee met on January 12, 2017, and reviewed the submitted application material. They interviewed two consultants quite extensively and at the conclusion of the meeting, decided to meet at a later date to select the appropriate consultant for the project.

The Committee met today, January 30, 2017, and approved the selection of Larry Gibson of Gibson Consulting as the Committee's recommendation for consultant. This will be presented to the Board of Trustees for approval.

A Motion was made by Trustee Volterra to accept the recommendation of the Trustee Affirmative Action and Policy Review Committee to select Larry Gibson of Gibson Consulting as the consultant. This was seconded by Trustee Medeiros, and it was

VOTED to accept Larry Gibson of Gibson Consulting as consultant.

Chair Marshall said that he would like to reiterate what was discussed today:

1. Trustees have and will continue to take these matters very seriously.
2. The Board of Trustees has received the Affirmative Action Officer's job description from President Sbrega.
3. The Board has hired a consultant to review Affirmative Action and HR Policies and Procedures.
4. Tafa Awolaju, Vice President for Human Resources and Affirmative Action, has decided to retire.

Chair Marshall said this process will take time and while we want to reach a speedy conclusion, we want this done accurately. Trustee Torres said that we want this done as thorough and completely as possible and reviewed by someone outside the system. The Committee was formed at the Board Meeting on December 15, 2016, because of concerns brought up by the union. The consultant will work with the Committee. As you recall in the fall, President Sbrega's action was to split the Vice President of Human Resources and Affirmative Action position into a separate Affirmative Action Officer position and Vice President of Human Resources. The Committee and the College's General Counsel told the President to hold off on training at that time. The consultant will look at programmatic and policy procedures and the Trustee Committee will take a hard look at it.

Trustee Andrade asked if "Affirmative Action" was an appropriate title for the Committee as it is an old term not so much in use anymore. All complaints are not "affirmative action" but more so personnel issues. Chair Marshall said that for now the name of the Committee represents what work is to be done and not so much the title of the Committee, but the Board will consider changing the title of the Committee at the next meeting.

#### H. Report of the Finance and Audit Committee

Trustee Cynthia Rose, Chair of the Finance and Audit Committee, gave her report to the Board on the Committee meeting of December 5, 2016.

The Finance and Audit Committee met on December 5, 2016. They reviewed the Investment Policy and then listened to a presentation by Scott Quatromoni from Fidelity Investment Services. Mr. Quatromoni provided the Committee with a historical review of our account and performance. They discussed the composition of the two Fidelity accounts including the percentages of equities and bonds. Mr. Quatromoni provided a review of risk tolerance and the goals of the BCC investment policy and how Fidelity was accomplishing those goals. The Committee discussed the procurement process that the Finance and Audit Committee and Board went through to hire Fidelity as our Advisor. The Committee discussed that any changes in risk tolerance or equity percentages in our portfolio would take place at future meetings.

The Committee next reviewed the First Quarter Trust Fund Report and after some discussions and questions of management the report was approved.

The Report on Reserves which list all the BCC Certificates of Deposit and investment accounts was reviewed. The Committee agreed that there would always be a place in our investment portfolio for CDs. Several banks have been very supportive of the College in so many ways that we should maintain investments with local banks.

The remainder of the meeting was a detailed review of our Audited Financial Statements by Dave DiIulis from O'Connor & Drew, our independent audit firm. The Board heard his report at the December 5 Trustee meeting. The Committee also discussed upcoming changes in accounting standards that may impact future audited financial statements.

Trustee Andrade made a motion to accept the Report of the Facilities Committee. This was seconded by Trustee Silvia. Trustee Volterra said that he had objections. It was then

VOTED by the majority to accept the Report of the Facilities Committee. Trustee Max Volterra opposed the motion.

I. Report of the Alumni Trustee

Alumni Trustee Diane Silvia gave her report to the Board.

The Dr. Martin Luther King Jr., Breakfast was held on Monday, January 16, 2017. This year, the breakfast featured keynote speaker Claire Andrade-Watkins, Ph.D., a Cape Verdean American filmmaker/historian and Professor at the Institute for Liberal Arts and Interdisciplinary Studies at Emerson College, and included music by Gary Lyon and Living Water. The Distinguished African American Alumnus of the Year, Christopher Oyenuga '10 '12, was also acknowledged at the event. President Sbrega received citations from Senator Michael Rodrigues and Representative Carole Fiola at the event.

The Alumni Steering Committee has been working on the Paragon Awards Event which will be held on Thursday, March 23, 2017, at 5:00 p.m. Tickets are available for \$25.

The New Bedford Chamber of Commerce Business After Hours will be held on May 11, 2017, at the BCC New Bedford Campus at 5:00 p.m.

Associate Vice President Kate Brezina in the Development Office has resigned and accepted a position at Salve Regina University.

BCC New Bedford is hosting an open house on Tuesday, January 31, 2017, from 2:00 to 4:00 p.m.

Upon a Motion made by Trustee Rose to accept the Report of the Alumni Trustee, and seconded by Trustee Volterra, it was

VOTED to accept the Report of the Alumni Trustee.

J. Report of the Foundation Relations Committee

Trustee Diane Silvia, Chair of the Foundation Relations Committee, gave her report to the Board.

The Capital Campaign has raised \$12.5 million, exceeding the \$10 million goal.

The BCC Golf Tournament will be held on Monday, May 8, 2017, with an 11:00 a.m. start.

Associate Vice President Jennifer Raxter in the Development Office also resigned; she has accepted a Vice President position at Franklin Pierce University in New Hampshire.

Craig Dutra, interim Associate Vice President in the Development Office, started on January 17.

There will be a retirement celebration for President John J. Sbrega on June 17, 2017, at 5:00 p.m. in the Commonwealth College Center on the Fall River Campus. Tickets are \$100.

Upon a Motion made by Trustee Volterra to accept the Report of the Alumni Trustee, and seconded by Trustee Lema, it was

VOTED to accept the Report of the Alumni Trustee.

K. Report of the Student Trustee

Student Trustee Samueal Lema gave his report to the Board which included updates on the following:

**BC GO Green Project Robotics Event**

- Fully funded by the Fall River Rotary Club and STEM Starter Academy Grant.
- Engineering Club, Women in Tech, Mu Alpha Theta.
- March 23 – April 27, Thursdays, 4:00 – 5:30 p.m.
- CO-ED Grades 2 – 4.
- Greater Fall River Re-creation Community and Wellness Center, 45 Rock Street.

**Bookstore**

Issues with the Bookstore were brought up by students. If a student planned to pay for their books with their Financial Aid, then they were not eligible for the Price-Matching Program. The difference was put on a gift card. When a student is eligible for the Price-Matching Program, they still have to pay full price for the book and they receive a Follett's gift card for the dollar difference. The Student Senate contacted President Sbrega and all students are now eligible for the program whether they are paying with the

book advance or not. Students are very pleased, however they plan to keep working on students being charged the reduced price from the beginning.

#### **Student Senate**

The Student Senate completed the Giving Tree project; children of 120 students received gifts from Attleboro, Fall River, and New Bedford Campuses.

The Senate is currently working on the Book Exchange Program.

#### **BCC Student TV Show**

FRCMedia has given the program the green light. Student leaders around Campus and other volunteers are meeting weekly to start rolling out videos.

#### **Grab and Go Food Pantry**

The Student Life Office has pre-packaged bags that contain a bottle of water, an oatmeal, a granola bar, and an entrée. We have given out 724 bags during this two-month period.

#### **Mobile Food Market**

The Student Life Office has taken over the monthly Mobile Market in partnership with the Greater Boston Food Bank. Attendance was 193 in November, 23 in December, and 241 in January.

#### **Other Events**

The Student Life Office is doing a Welcome Week which will include karaoke, a farmer's market, bingo, and Welcome to the Campus events.

As mentioned previously, the Dr. Martin Luther King Jr., Breakfast was held on Monday, January 16, 2017, and was a great success.

Upon a Motion made by Trustee Rose and seconded by Trustee Volterra, it was

VOTED to accept the Report of the Student Trustee.

#### **L. Financial Update – Vice President Steve Kenyon**

Vice President for Finance and Administration Steve Kenyon gave the following report to the Board.

We are \$300,000 under budget; but \$450,000 unrealized gains. We are optimistic that we will reach the goal of the Board of Trustees of a balanced budget.

For next year, Governor Baker released a 1% increase which is \$750,000 short for next year; it did not continue the \$100,000 for the Veterans Center which was a College line item.

BCC and the City of New Bedford have come to an agreement whereas parking will be free at both parking garages for students. Students will be required to show their BCC ID.

M. Report of Personnel Actions

Upon a Motion made by Trustee Rose and seconded by Trustee Silvia, it was

VOTED to accept the Report of the Personnel Actions.

N. Report of Workforce and Community Education Contracts

Upon a Motion made by Trustee Rose and seconded by Trustee Silvia, it was

VOTED to accept the Report of Workforce and Community Education Contracts.

O. Old Business - Continued Action Items from Retreat

There was no old business to come before the Board. President Sbrega said that he would have a presentation of one of the past Retreat topics for the next meeting.

P. New Business

There was no new business to come before the Board.

Q. Adjournment

There being no further business to come before the Board, Chair Marshall declared the meeting adjourned. The time was 4:55 p.m.

Respectfully submitted,

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Max Volterra, Esq., Secretary

3/6/17  
Date Approved

KAW  
Initials