

Bristol Community College
Fall River, Massachusetts

Board of Trustees
Meeting Minutes

March 6, 2017

A. Convening

The three hundred and forty-eighth regular meeting of the Bristol Community College Board of Trustees was held on Monday, March 6, 2017, in Room D209 of the Hudnall Administration Building, on our Fall River Campus at 777 Elsbree Street. Chair Joseph Marshall was not in attendance so Vice Chair Diane Silvia called the meeting to order at 4:02 p.m.

Trustees present: Dr. Patricia Andrade; Joan Medeiros; Cynthia Rose; Anthony Sapienza; Sandra Saunders, Esq.; Diane Silvia, Vice Chair; Steven Torres, Esq.; and Max Volterra, Esq., Secretary.

Trustees absent: Joseph Marshall, Chair; Keith Hovan; and Samueal Lema

B. Information from the Chair

Vice Chair Diane Silvia welcomed all to the meeting.

C. Consideration of Minutes of the Meeting of January 30, 2017

Upon a Motion made by Trustee Rose to accept the Minutes of the Meeting of January 30, 2017, as submitted, and seconded by Trustee Volterra, it was

VOTED to accept the Minutes of the Meeting of January 30, 2017, as submitted.

D. President's Report

President Sbrega said Eileen Shea, Director of Transfer Services and Articulation, a statewide expert on transfer services, was to have given a presentation today on Transfer Services, but fell and broke her arm over the weekend. In her place Vice President Steven Ozug, Dean Michael Bensink, and Beth Vezina will address the Board. Vice President Ozug said he would defer to Dean Bensink and Ms. Vezina.

Michael Bensink, Dean of Counseling and Health Services, Advisement and Counseling Services, gave the following Transfer Report – 2016 Highlights to the Board. He said the report is based on where students went, not where they would like to go.

- Eleven hundred sixteen students transferred from BCC in 2016, as reported by the Enrollment Search Service.

- Students transferred to 155 different transfer institutions.
- One thousand ten (90%) of the students who transferred were enrolled in degree programs. Six hundred seven (60%) of those students were graduated from BCC.
- The top five BCC programs from which students transferred were General Studies (40%), Business Transfer (9%), Liberal Arts (7%), Criminal Justice (4%), and Nursing (4%), which appears for the first time in the top five.
- BCC transfer students were awarded a total of \$1,238,100 in transfer merit scholarships.
- Six hundred thirty-four students (63%) transferred to Massachusetts State Universities and the University of Massachusetts. Four hundred twenty-six (67%) of those students were graduated from BCC.
- Five hundred sixty-one (50%) of the students who transferred to Massachusetts State Universities and the University of Massachusetts met the requirements of the MassTransfer General Education Foundation.
- MassTransfer: www.mass.edu/masstransfer

Beth Vezina, Coordinator of Veterans Educational Services and Transfer Counselor, spoke about the MassTransfer system and reviewed the MassTransfer website with the Board of Trustees. She discussed the MassTransfer Pathways, in particular the MassTransfer A2B Degree (go from Associate to Bachelor's) and the MassTransfer A2B + COMCOM (go from A2B full-time). With the MassTransfer A2B Degree, students complete 60 credits before transferring and save an average of 28 percent on their bachelor's degree. For the MassTransfer A2B + COMCOM, students complete 60 credits before transferring and save an average of 40 percent on their bachelor's degree. She also reviewed the course comparisons between two- and four-year institutions.

Trustee Rose asked how students were informed of these programs. Ms. Vezina said that there are multi-faceted levels but it begins with high school counselors and BCC counselors telling the students and the programs are also on our website. Vice President Garganta said that they are implementing an informative campaign on the Commonwealth Commitment. Trustee Sapienza asked how BCC fared compared to other institutions. Ms. Vezina that BCC is comparable to better overall.

President Sbrega thanked Dean Bensink and Ms. Vezina for their presentation.

President Sbrega said that Governor Charlie Baker has accepted our invitation to speak at BCC's Commencement on Saturday, June 3, 2017.

The Employee of the Month for March is Angela Boffi.

On January 31, BCC New Bedford celebrated their 15th anniversary.

The Capital Campaign's original goal was \$10 million; we have received \$12.5 million. The new goal is (at least) \$15 million to focus on New Bedford, Attleboro, and Taunton.

The Grants Office led efforts to obtain a \$4.4 million grant from the Massachusetts Life Science Center. BCC will be hosting the event on Monday, March 20, at 9:00 a.m. in the lobby of the John J. Sbrega Health and Science Building. Nine other schools will also be receiving awards.

Title III grant proposal is in development for \$3.5 – 4 million.

The Paragon Awards Ceremony will be held on Thursday, March 23, at 5:30 p.m. We will be honoring JoAnn Bentley, William Fitzgerald, and Cynthia Rose as well as Outstanding Service Awardees.

The BCC Golf Tournament will be held on Monday, May 8.

Dean Michael Bensink is working with international students who are facing challenges and anxieties because of the Federal Immigration Order. Carolyn Kenney and Livia Neubert are working with ESL Students. President Sbrega recently sent a memo to the College Community in an effort to address rising anxieties and tensions concerning President Trump's Executive Order on Immigration.

Pizza and Politics, an open mic for students to discuss political issues, has taken place on February 3 and 27.

In the Board material is the first newsletter from the Multicultural Student Center. In it is mentioned the 2017 Black History Month Hall of Fame with inductees W.E.B. Dubois, Muhammad Ali, Amelia Robinson, and Prince.

For spring 2017, 776 students with disabilities registered. In June, BCC will host a statewide Massachusetts community college Disability Support Providers Conference.

A HEART Survey (Hunger Homelessness Eradication Applied Research Tools) went out to 8348 students. This produced terrible results regarding homelessness and poverty.

A BCC Professional Day will be held on Wednesday, March 22; this Retention Summit has been billed as "The Unconference" with an emphasis on group discussion, action plans, and brainstorming.

On March 1, PHENOM's (Public Higher Education Network of Massachusetts) Advocacy Day was held in Boston. Six hundred plus people attended the event advocating for more funding for public higher education; \$200 million has been cut since 2001.

Dean Debra Cohen won a national award for innovation in Academic Advising from the National Academic Advising Association (NACADA).

Vice President Steve Ozug presented on Campus Safety at the National Safe Campus Summit. Steve received many comments about BCC's Preparedness Program.

BCC Men's Basketball was overall 17 – 4; second seed. The Regional 21 Playoffs were held on March 4 and 5. The Women's Basketball Team made it to the playoffs; it was a tough first round loss.

The Athletic Department and Advising is working on creating an orientation for student-athletes.

NEBHE (New England Board of Higher Education) presented a Regional Student Program Tuition Break.

On Thursday, March 23, at 1:00 p.m., President Sbrega will receive the NEBHE Massachusetts Excellence Award at the Massachusetts State House.

On Tuesday, February 7, the State Senators' Commonwealth Conversations Day took place. The Senators traveled around the region, stopping at various businesses in southeastern Massachusetts. They ended their tour with an evening forum at BCC Fall River. President Sbrega gave a presentation in Taunton during the tour.

The Secretary of Veterans Affairs Francisco Urena will be coming to BCC on April 25 or 27 to visit the BCC Veterans Center.

Other Items of Interest

On March 7, BCC Attleboro and Bridgewater State University will host a Chamber Business After Hours from 5 – 7 p.m.

On Monday, February 27, two members from FLAD, FLAD President Vasco Rato and Miguel Vaz, met with President Sbrega and visited the LusoCentro on the BCC Fall River Campus. Also in attendance were Senator Michael Rodrigues, Senator Marc Pacheco, Representative Alan Silvia, and Representative Antonio Cabral.

IPEDS Data noted an increase in retention rate for both full- and part-time students. The graduation rate is 21 percent.

A gross error by external sources was noted in the College Affordability and Transparency Center Form (CATEF) – BCC was incorrectly rated. This has since been resolved.

Community College Survey of Student Engagement will be administered this spring.

February 1 was the opening day of African American History Month.

Vice President Paul Vigeant is serving on the panel for the NBACC GMSC Offshore Wind.

Donor Scholar Appreciation Day was held on Thursday, February 23, 2017.

Mental Health Counseling Staff offered two professional development seminars in January:

1. “Transforming Grief and Loss” – aids students through major events in their lives.
2. “The Long Journey Home” – returning veterans from combat.

Trustee Sapienza asked about an item entitled, “Regional Planning in Massachusetts – An Initiative of the Workforce Skills Cabinet.” President Sbrega said Commissioner Carlos Santiago, Secretary of Education James Peyser, and the Secretary of Housing and Economic Development Jay Ash to conduct regional trips for all of public higher education. They are gathering data on the region and providing workshops in lieu of bond bill to determine the programmatic needs of schools.

Upon a Motion made by Trustee Rose to accept the President’s Report, and seconded by Trustee Volterra, it was

VOTED to accept the President’s Report.

E. 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 meeting of February 22, 2017.

The Committee met and reviewed the Committee’s mission – that this is not an investigation but a review of policies and procedures. Mr. Larry Gibson gave his progress report to date stating that he has gotten about a third of the way through the process. Mr. Gibson said he expects to meet the timeline, with the due date of April 15, 2017. The Committee is satisfied with the progress to date. Again, the Committee meetings are held in open session and they encourage attendance.

Upon a Motion made by Trustee Volterra to accept the Report of the Trustee Affirmative Action and Policy Review Committee, and seconded by Trustee Sapienza, it was

VOTED to accept the Report of the Trustee Affirmative Action and Policy Review Committee.

F. Report of the Awards Committee

Trustee Secretary Max Volterra, Chair of the Awards Committee, requested a three minute recess. This was seconded by Trustee Sapienza and it was

VOTED to accept the motion for a meeting recess for three minutes.

Upon reconvening the Board meeting, Trustee Volterra delivered his report to the Board. The Awards Committee met on Monday, January 30, 2017, and today, March 6, 2017. The Committee reviewed the submitted nominations for the three awards to be presented at the BCC Commencement on Saturday, June 3, 2017. The Awards Committee unanimously recommended the following:

Honorary Degree Award

Charlie Baker, Governor of the Commonwealth of Massachusetts

Upon a Motion made by Trustee Sapienza and seconded by Trustee Medeiros, it was VOTED to accept the recommendation.

Reverend Robert Lawrence

Upon a Motion made by Trustee Medeiros and seconded by Trustee Saunders, it was VOTED to accept the recommendation.

Distinguished Citizen Award

Fall River Police Chief Daniel Racine

Upon a Motion made by Trustee Torres and seconded by Trustee Andrade, it was VOTED to accept the recommendation.

John J. Sbrega, Ph.D., Exemplary Service Award

James Grady, Esq.

Upon a Motion made by Trustee Sapienza and seconded by Trustee Rose, it was VOTED to accept the recommendation.

President Sbrega said that he will contact each nominee to notify them of the award.

G. Professor Emeritus Awards

This item was table to the next Board of Trustees meeting on April 3, 2017.

H. Sabbatical Leave Requests

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

VOTED to approve the Sabbatical Leave Requests for:

- Martha Ucci
- Lynne Byers

I. Report of the Alumni Trustee

Alumni Trustee Diane Silvia gave her report to the Board. Trustee Silvia said there was not much to report as the Alumni Association had not met. Their next meeting is scheduled for April 19, 2017.

Just a reminder – the Paragon Awards Ceremony is on Thursday, March 23, at 5:30 p.m. Tickets can be purchased from Vice President Elizabeth McCarthy in the Development Office.

J. Report of the Foundation Relations Committee

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

The Foundation met on February 22 at the BCC Attleboro Campus. Dean Rodney Clark made a presentation on better ways to utilize space in Attleboro (centrally locating the library, and better retention). Signage has been added to increase campus exposure.

The Donor Scholar Event was held on Thursday, February 23, in the Faculty Staff Lounge on the Fall River Campus and was well attended.

Upon a Motion made by Trustee Volterra to accept the Report of the Alumni Trustee and the Report of the Foundation Relations Committee, and seconded by Trustee Sapienza, it was

VOTED to accept the Report of the Alumni Trustee and the Report of the Foundation Relations Committee.

K. Report of the Student Trustee

Student Trustee Samuel Lema was not in attendance at the meeting. No report was given.

L. Financial Update – Vice President Steve Kenyon

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

We had budgeted a breakeven from operations this year but enrollment numbers are down more than estimated. That created a revenue shortfall of approximately \$850,000. We are hopeful summer enrollment is closer to budget. Fall was a little short but spring was way down. We lost a lot of students during the enrollment verification period, which meant they were here at the beginning of the semester but not after the first few weeks. We have managed savings, mostly in payroll, to contain the projected loss to approximately \$400,000 as of now.

Unrealized Gain on Investments is \$600,000 right now, \$400,000 over budget.

The Finance and Audit Committee met at 3:00 p.m. today to begin assessing the FY18 budget. We discussed several of the assumptions that go into building the budget to be sure management was on the same page as the Trustees. One of the more important assumptions we discussed was if we will increase fees next year.

Presidents Council is also aware that next year's budget is currently projected to be about a \$2.0 million loss and that we will need to make some tough choices to bring you a reasonable budget before your June meeting. We are fortunate that we have over \$50 million in total net position (net assets); \$11 million of that is unrestricted. We also have \$13 million in cash and investments in reserves. The College is in great shape.

Trustee Torres asked if the reserves are used to cover the deficit and VP Kenyon said yes. Trustee Torres asked if we will have a balanced budget by June 30. VP Kenyon said that it was not necessary as we can run at surpluses and deficits. Trustee Torres asked if the deficits were due to enrollment. VP Kenyon said yes and that it was a Commonwealth-wide issue.

Upon a Motion made by Trustee Rose to accept the Financial Update from Vice President Steve Kenyon, and seconded by Trustee Medeiros, it was

VOTED to accept the Financial Update from Vice President Steve Kenyon.

M. Report of Personnel Actions

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

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

O. Old Business - Continued Action Items from Retreat

Trustee Torres said that the Board needs to keep track of the New Bedford Campus item at every meeting – the strategic plan and academic plan. Trustee Sapienza said the focus should be on group goals and objectives and programmatic needs. We need to push to students the benefits/cost comparisons of 2-year and 4-year institutions and options.

President Sbrega said at the Finance and Audit Committee Meeting it was mentioned the list of Admissions activities in high schools. Vice President Garganta said they are expanding into new areas including transfer and Financial Aid. Trustee Sapienza said that given the decline in enrollment and loss of revenue, the recruitment issue should be discussed at a future meeting or at the Retreat.

Trustee Sapienza noted Attorney Gina Yarborough's memo on a recent case and requested that an Executive Session be scheduled to discuss this at the next Board meeting on April 3, 2017.

P. New Business

President Sbrega introduced Lisa Tarantino as the Interim Vice President of Human Resources/Affirmative Action working with consultant George Smith.

Q. Adjournment

There being no further business to come before the Board, Vice Chair Silvia declared the meeting adjourned. The time was 5:07 p.m.

Respectfully submitted,

Max Volterra, Esq., Secretary

4/3/17
Date Approved

KAW
Initials