

BRISTOL COMMUNITY COLLEGE

Board of Trustees

Board Meeting

MEETING MINUTES

Monday, May 5, 2025

1. Call to Order

The four hundred and twenty-second meeting of the Bristol Community College Board of Trustees was held on Monday, May 5, 2025. The meeting was held in person on the college's Fall River campus located at 777 Elsbree Street, Fall River, MA, in the G-Building Atrium.

Chair Medeiros called the meeting to order at 4:08 p.m.

Board Members present: Joan Medeiros, Chair of the Board; Jeffrey Karam, Vice-Chair; Lynn Motta, Secretary; Renee Clark; Pamela Gauvin; Maria Gonzalez (virtual); Silvia Jones; and John Morris

Board Members absent: Antonio (Tony) Lima and Todd McGhee

Others present: Sedgwick Harris, President; Lucinda Poudrier-Aaronson, Board Liaison; Joyce Brennan; Emmanuel Echevarria; Andrew Fisher; Steve Kenyon; April Lynch; Brianne McDonough; Kate O'Hara; Jo Ann Pelletier; Judi Urquhart; Christine Hubbard; and Aaron Daniel

2. Chair's Remarks

Chair Medeiros announced we have at least one Trustees participating remotely; therefore, she asked Board Liaison Poudrier-Aaronson to begin with roll call attendance.

Renee Clark	Present
Pamela Gauvin	Present
Maria Gonzalez	Present (virtual)
Silvia Jones (Student Trustee)	Present
Jeffrey Karam	Present
Antonio (Tony) Lima	NO
Todd McGhee	NO
John Morris (Alumni Trustee)	Present
Lynn Motta	Present
Chair Joan Medeiros	Present

Chair Medeiros thanked Board Liaison Poudrier-Aaronson.

Chair Medeiros reminded Trustees this would be an abbreviated meeting as the Foundation's Board of Directors would be joining us at 5:00 p.m. for a Joint Board Meeting.

She reminded Trustees that a directory was included in their material including their preferred contact information and appointment terms. She asked Trustees to let Board Liaison Poudrier-Aaronson know if anything needs to be updated.

Chair Medeiros noted there were a number of important Bristol events upcoming that Trustees may wish to attend:

- Commencement – on **Saturday, May 17 @ 11AM** (*platform party by 9AM*)
- HSE Graduation – on **Tuesday, June 17 @ 6PM** in the Margaret L. Jackson Art Center Auditorium

She noted both events have also been sent to Trustees' Outlook Calendar.

3. **Consent Agenda**

- Consideration of Minutes of Board of Trustees Meeting for April 7, 2025
- Report of Personnel Actions April 2025
- Report of Workforce and Community Education/Contracts April 2025

Chair Medeiros stated she hoped that Trustees have had the opportunity to our review consent agenda items posted electronically and also within your materials, today. She listed the three Consent Agenda items, and asked the Trustees if there were any questions or items that needed to be moved for discussion.

Hearing none, Chair Medeiros stated she was seeking a motion to approve the Consent Agenda items as presented. A motion to approve the Consent Agenda items as presented was made by Trustee Clark and seconded by Trustee Karam.

Chair Medeiros asked Board Liaison Poudrier-Aaronson to proceed with a roll call vote on the motion to approve the Consent Agenda items. All those in favor of approving the Consent Agenda as presented please respond YES. Anyone opposed, please respond NO.

Renee Clark	YES
Pamela Gauvin	YES
Maria Gonzalez	YES (virtual)
Silvia Jones (Student Trustee)	YES
Jeffrey Karam	YES
Antonio (Tony) Lima	
Todd McGhee	
John Morris (Alumni Trustee)	YES
Lynn Motta	YES
Chair Joan Medeiros	YES

Chair Medeiros stated the motion to approve Consent Agenda items as presented was approved.

Chair Medeiros invited President Harris to provide the President's Report.

4. **President's Report**

- Review President's Key Goals 2024-2025
- Community Partnership Highlight: [FFIO Community Tour](#) (Federal Funds & Infrastructure Office, MA.gov; New Bedford, NOWI on June 4th) – *Joyce Brennan*, Vice President, Marketing & Communications
- Trustee Talking Points
 - One Southcoast Chamber's Government Affairs Committee meeting on May 30th hosted at NOWI – *Joyce Brennan*, Vice President of Marketing & Communications
 - Student Awards Night held on May 9th in Auditorium– *Kate O'Hara*, Vice President, Student Services & Enrollment Management
 - Credential Engine Grant – *Andrew Fisher*, Vice President, Academic Affairs/Chief Academic Officer
- Financial Update – *Steve Kenyon*, Vice President, Administration and Finance

President Harris began by providing an update and status of the President's Key Goals for 2024-2025. He noted all updates from April appeared in bold face type if Trustees were following along with the goals in the material provided.

Joyce Brennan, Vice President, Marketing & Communications, shared the Commonwealth's Federal Funds & Infrastructure Office (FFIO) was holding a meeting on June 4, 2025 at 1:00 p.m., hosted at NOWI. The FFIO Community Tour is a series of twelve in-person events in communities across the Commonwealth of Massachusetts to share information on the mission of the office, federal programs, and new resources unlocked by Chapter 214 of the Acts of 2024. She invited Trustees to attend.

VP Brennan then presented the first Trustee Talking Point sharing that One Southcoast Chamber's Government Affairs Committee was meeting on May 30th at 9:30 a.m. at NOWI. She indicated that President Harris would first meet and tour NOWI privately with Congressman Keating before joining the OSC meeting.

Kate O'Hara, Vice President, Student Services & Enrollment Management, shared the college would be hosting its annual Student Awards Night this Friday, May 9th at 6:30pm in the Margaret L. Jackson Theater. She stated this is an excellent opportunity for us to honor the significant achievements of our students and to celebrate them. VP O'Hara stated that this year 420 total awards are being given out to 348 unique students. Other highlights will include:

- 51 Student Leadership awardees
- 55 Athletics awardees
- 312 Academic awardees, including 267 Curriculum Awards, 12 Commonwealth Honors, and 31 High Academic Honors (4.0 GPA)
- 35 Foundation Awards given to 41 students
- 60 Civic Engagement awardees

At the conclusion of VP O'Hara's Trustee update, Vice President, Academic Affairs, Andrew Fisher provided the third Trustee Talking Point. He provided an update on the Credential Engine Grant. Credential Engine is a non-profit organization dedicated to improving credential transparency and helping institutions and employers to adopt common skill languages and frameworks.

Through the funding awarded by Credential Engine, with support from the Bill & Melinda Gates Foundation, the college has advanced its efforts to increase credential transparency and literacy. This shift toward a skills-focused framework now influences many aspects of the college's operations, including organizational structure, report generation, data production and the measurement of student success.

President Harris thanked VP Brennan, O'Hara and Fisher for providing those important college updates and wanted to take a moment to highlight the success of the Teaching, Learning and Student Development Conference (TLSD) hosted at Bristol Community College on May 2, 2025, with over 400 participants from across the Commonwealth's community colleges. He shared kudos and several accolades for VP Fisher and his team.

At time President Harris invited Vice President for Administration and Finance, Steve Kenyon, to provide the college's financial update. Starting with summer enrollment, VP Kenyon noted we have already hit our budgeted credits for the summer semester. We budgeted a 15% increase over last year and already hit it with several weeks to go. Year over year we are up almost 27% for summer as of today.

He also shared that on April 28th we finally received payment for MassEducate and MassReconnect for over \$7.8M which included funds for summer. He noted we are still owed over \$500K for MassReconnect. The amount the state budgeted was not sufficient to cover all the payments to the community colleges this year, but it appears they will have found enough money to make us whole this year. VP Kenyon expressed concern that the Governor's and House budgets have level funded the program for next year. Given the system wide enrollment growth there is no way that amount will make us whole. He is hopeful the Senate will adjust the amount upwards in its version of the budget especially in light of the restriction that limits our fee increases.

Other fiscal highlights included:

- Retro for DCE faculty for the Spring semester so that will cut into the surplus by a few hundred thousand. Those increases are not state funded but funded by the college.
- Unrealized gain has made some improvement since last report; we are at about a \$700K gain, which is \$300K over our budget.
- We remain on track to have a surplus of ~\$1.0M and our ratios and KPIs remain consistently strong and within our thresholds set by NECHE.
- There has been a flurry of activity with executive orders. There were 7 more impacting higher education in April. The two that could have the largest impact are one attempting to change accreditation standards and the other around workforce. That one could have an impact on our Perkins funding or what the funds are used for. We continue to monitor these actions carefully. We have had one federal grant ended that was a subsidiary of National Science Foundation grants that have been cut nationally. Our reduction was \$39K and impacted one employee.
- The Federal Government's budget recommendation for FY26 includes eliminating several other grants like TRIO, SEOG and cutting Federal Work-study and Adult Education.
- We continue to search for another location for our Taunton Campus. Dean Rezendes and I are leading a group the President put together. We are working with the DCAMM leasing office to issue an RFP.

At the conclusion of the President's Report, Chair Medeiros thanked President Harris, VP Kenyon, and all the college's leadership for this valuable information and insight for Trustees.

Chair Medeiros invited Trustee Karam to provide the Facilities Committee Report.

5. **Report of the Facilities Committee – *Trustee Jeff Karam***

Trustee Karam shared that the Facilities Committee met on April 7 at the New Bedford Campus. We went through a PowerPoint on the Bright Act which is legislation for a \$2.5B bond bill that supports only higher education. The Mass Association of Community Colleges is working with the administration to see if they can get a \$2M advance for each school for FY26.

The report we reviewed was based on a utilization study and assessment of each campus that emphasized the need to spend the majority of the bond funds on deferred maintenance and that additional square footage was not needed. Each funded project will have to be completed with an emphasis on sustainability. Funding for this project was initiated by the Governor and included in her budget. It has a long way to go to get through the Conference Committee.

Bristol still has the renovation of the Commonwealth College Center (G-Building) as its highest priority for a major rehabilitation project. We are hopeful that we will receive funding for a new Master Plan of the Fall River Campus. The bond bill also includes annual allocations of deferred maintenance funds.

We then reviewed about 30 recent facility projects that have been completed since the last meeting or are underway on campus now. These are almost all deferred maintenance related projects. National Grid is finishing ten Level One charging stations in Lot 5 that they fully funded to help build up the infrastructure in the region.

The remainder of the meeting was spent discussing our Taunton location. The current lease with the City of Taunton will expire June 30, 2026. The school department notified us that they will not be renewing the lease and do not have other options for us. They cited a dramatic increase in enrollment and new homes being constructed. The College is working with the DCAMM Leasing Office to issue a request for proposals. The President has spoken with the mayor and other city officials about possible locations. The college will present options to the Facilities Committee which will then be discussed with the full Board.

Trustee Karam asked if there were any questions or discussion needed.

Hearing none, Chair Medeiros thanked Trustee Karam for his report and invited Trustee Jones to provide the Student Trustee Report.

6. **Student Trustee Report – *Trustee Silvia Jones***

Trustee Jones' report included updates regarding year end activities for students (ESL graduation, Health Sciences Pinning, Commencement, Student Awards, etc.). Also noted was the Transfer & Career Service Program, "Know Before You Go." Trustee Jones also shared there would be an End of Year Ice Cream Social sponsored by the Multicultural Student Center, Black Student Union, Rainbow Connection, and Latinx Student Association, and free food for Bristol students every Thursday in May and June.

Chair Medeiros thanked Trustee Jones for her report.

7. **Old Business**

Chair Medeiros moved to Old Business and she reminded Trustees of the upcoming board meeting dates for 2025-2026. She shared these meeting dates are in your material today as well as available electronically in the Trustees shared files. She also stated these dates have been sent to all Trustees as Outlook calendar invites.

Chair Medeiros shared that New Board Committee assignments to include our newest Trustees will be configured soon. She asked Trustees to let her know if there were any Committee assignments that were of particular interest as she considers Board Committee configuration.

Chair Medeiros asked if there were any additional items to consider related to Old Business.

Hearing none, she invited any items for Board consideration as New Business today.

8. **New Business**

Hearing no items for New Business, Chair Medeiros invited any final thoughts, comments or questions for Board consideration.

9. **Adjournment**

Hearing none, Chair Medeiros asked for a motion to adjourn the meeting. A motion was made by Trustee Clark and seconded by Trustee Morris.

Board Liaison Poudrier-Aaronson proceeded with a roll call vote on the motion to adjourn the meeting. All those in favor of approving the Consent Agenda as presented please respond YES. Anyone opposed, please respond NO.

Renee Clark	YES
Pamela Gauvin	YES
Maria Gonzalez	YES (virtual)
Silvia Jones (Student Trustee)	YES
Jeffrey Karam	YES
Antonio (Tony) Lima	
Todd McGhee	
John Morris (Alumni Trustee)	YES
Lynn Motta	YES
Chair Joan Medeiros	YES

Chair Medeiros stated the motion to adjourn the meeting was approved at 4:36 p.m.