

BRISTOL COMMUNITY COLLEGE

Board of Trustees Special Board Meeting

MEETING MINUTES

Friday, December 13, 2024

1. Call to Order

A special meeting of the Bristol Community College Board of Trustees was held on Friday, December 13, 2024. 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 10:03 a.m.

Board Members present: Joan Medeiros, Chair of the Board; Jeffrey Karam, Vice-Chair; Lynn Motta, Secretary (10:05 a.m. arrival); Renee Clark; Joseph Ferreira; Pamela Gauvin; Silvia Jones (virtual); Todd McGhee (virtual); and John Morris

Board Members absent: none

2. Chair's Remarks

- Overview & Summary of the Presidential Search Process to date

Chair Medeiros began by thanking the Board of Trustees and the entire Bristol Community for their active involvement and participation in the Presidential Search Process. She stated it has been a lengthy journey and shared a summary and timeline of the process.

- The Bristol Community College Presidential Search began at the Board of Trustees January 29, 2024, Board meeting when President Laura Douglas announced her retirement to the Board as of January 2025.
- The search was initiated by Board Chair Medeiros in February 2024 using the Massachusetts Board of Higher Education *Guidelines and Procedures for the Search, Selection, Appointment and Removal of State University and Community College Presidents* document.
- In March 2024, Isaacson, Miller was announced as the college's executive search firm partner, and Chair Medeiros called upon the college community for interest in serving on the presidential search committee.
- In April 2024, the Presidential Search Committee was named.
- May 2024 – June 2024:
 - Isaacson, Miller conducted listening sessions with Trustees, students, faculty and staff
 - A presidential profile was created soliciting input from both the college community and the greater regional community including both challenges and opportunities
 - A formal webpage was created for the Presidential Search process including identification of the 15-person Presidential Search Committee
 - Search Committee launch meeting was scheduled
- The Presidential Search Committee held its initial launch meeting, in person, on July 10, 2024.

- A tentative schedule was developed to culminate in the Presidential Search Committee’s presentation of 3-5 finalist candidates to the Board of Trustees in October 2024.
- The Executive Search Profile was developed, completed and approved by the Commissioner of Higher Education in late July 2024.
- The Board of Trustees held a special meeting on July 25, 2024, to review the search process details.
- The Presidential Search Committee met virtually on July 30, 2024. Isaacson, Miller agreed to provide the first presentation of candidates to the Search Committee on September 9, 2024, and the second presentation of candidates on October 9, 2024. The Search Committee also identified October 23-25 (Wednesday-Friday) as possible interview dates for semi-finalists.
- Ten candidates were identified for semi-finalist virtual interviews.
- At the conclusion of the last semi-finalist interview, the Presidential Search Committee, selected five finalist candidates to bring to campus for interviews between the dates of November 20th through December 10th.
- On Thursday, November 14, 2024, the 5 finalist candidates were publicly announced and scheduled for day long meetings at the Bristol Community College to meet in open sessions with the Board of Trustees and all College constituents as well as the Secretary of Education and the Commissioner of Higher Education. The five finalist candidates visited the Fall River Campus as follows:
 - Wednesday, November 20, 2024 – Dr. L. Michael McCloud
 - Thursday, November 21, 2024 – Dr. Patricia Marshall
 - Wednesday, December 4, 2024 – Dr. Alison Buckley
 - Monday, December 9, 2024 – Dr. Evon Walters
 - Tuesday, December 10, 2024 – Dr. Sedgwick Harris
- On November 20, 2024, a special meeting of the board was scheduled for Friday, December 13, 2024, at 10:00 a.m.
- All college constituents who attended the sessions had the opportunity to submit an evaluation for each finalist candidate. The completed forms were collected and summarized electronically.
- Access to the summative evaluation survey results for each finalist was forwarded to the Board of Trustees on December 11th.
- Today, Friday, December 13, 2024, the Bristol Community College Board of Trustees is holding a special meeting for the purpose of selecting the fifth President of Bristol Community College.

3. Board Deliberation Process

Chair Medeiros stated the presidential selection decision will include two phases. First, the Board will deliberate over the finalists with each Board member being called upon in alphabetical order and having an opportunity to identify and discuss his/her top candidates for the position. She shared that any Trustee who had not met all five finalists could recuse themselves from this phase. During this phase, no vote will be taken. She also shared that following the Board’s deliberation phase, a vote would be taken to select the next President of Bristol Community College (Phase 2).

Chair Medeiros shared that all Board deliberations would be conducted in open session, and that at the conclusion of the Board’s deliberations that she, as Chair, would have the discretion to ask for further deliberation and discussion, or ask for a motion to end deliberations.

I now invite Lucinda Poudrier-Aaronson, our Board Liaison, to proceed by calling on the Trustees in alphabetical order to begin the deliberative process.

- **Trustee Renee Clark** (recuse from deliberation; unable to meet all five finalists)

- **Trustee Joseph Ferreira** (recuse from deliberation; unable to meet all five finalists)
- **Trustee Pamela Gauvin** – stated she met all five finalists and that Finalist Sedgwick Harris was the one who stood out for her
- **Trustee Silvia Jones** (recuse from deliberation; unable to meet all five finalists)
- **Trustee Jeffrey Karam** – stated he met all five finalists and strongly believed Finalist Harris was the best fit for Bristol at this time
- **Trustee Todd McGhee** – stated he met all five candidates and one candidate stood out for him, Dr. Sedgwick Harris
- **Trustee John Morris** – stated he met all five and one person clearly stood out for him, Dr. Harris
- **Trustee Lynn Motta** (recuse from deliberation; but shared she met 4 of 5 finalists through her Open Forum attendance or the Trustee interview)
- **Chair Joan Medeiros** – stated she met all five candidates

4. **Board Voting Process to Select the recommend appointment as President of Bristol Community College**

- Designate Chair to negotiate with selected candidate

Chair Medeiros shared in a moment she would make a motion to end deliberations and proceed with a vote to select the final candidate for recommended appointment as President of Bristol Community College. As a reminder, she stated the motion would require a recorded roll call vote and that a majority vote of the Board would be needed to pass the motion. Are there any questions at this time?

Hearing none, Chair Medeiros asked for a motion that the Board of Trustees end its deliberations and proceed with a vote to select its final candidate for appointment as President of Bristol Community College. A motion was made by Trustee Karam to end deliberation and proceed with a vote. This motion was seconded by Trustee Clark.

Chair Medeiros invited Lucinda Poudrier-Aaronson, the Board Liaison, to proceed with a roll call vote on this motion by calling on the Trustees in alphabetical order. Lucinda indicated a simple “Yes” response would support the motion to end deliberation and proceed with a vote. A “No” response would not support the motion to end deliberations and proceed with a vote.

- **Trustee Renee Clark** – Yes
- **Trustee Joseph Ferreira** – Yes
- **Trustee Pamela Gauvin** – Yes
- **Trustee Silvia Jones** – Yes
- **Trustee Jeffrey Karam** – Yes

- **Trustee Todd McGhee** – Yes
- **Trustee John Morris** – Yes
- **Trustee Lynn Motta** – Yes
- **Chair Joan Medeiros** – Yes

Chair Medeiros announced the motion to end deliberations and proceed with a vote carries unanimously.

Chair Medeiros stated a second recorded roll call vote would now be taken to conduct the actual vote to select the next President, and reminded all that a majority vote is required to select the final candidate for appointment. Chair Medeiros shared that if there was a tie or no majority vote, she may invite additional deliberation. If that happens, she stated another motion to end deliberations and proceed with a vote would once again be required.

Chair Medeiros invited Lucinda, Board Liaison, to proceed by calling on the Trustees in alphabetical order to cast their vote for the next President of Bristol Community College.

- **Trustee Renee Clark** – Finalist Harris
- **Trustee Joseph Ferreira** – Finalist Marshall
- **Trustee Pamela Gauvin** – Finalist Harris
- **Trustee Silvia Jones** – Finalist Harris
- **Trustee Jeffrey Karam** – Finalist Harris
- **Trustee Todd McGhee** – Finalist Harris
- **Trustee John Morris** – Finalist Harris
- **Trustee Lynn Motta** – Finalist Harris
- **Chair Joan Medeiros** – Finalist Harris

Chair Medeiros called for a motion to unanimously recommend to the Board of Higher Education the appointment of Dr. Sedgwick Harris as the next President of Bristol Community College and that the Board of Trustees authorize me to negotiate with Dr. Harris over the specific terms and conditions of his appointment as President including start date and salary.

A motion was made by Trustee Motta to unanimously recommend to the Board of Higher Education the appointment of Dr. Sedgwick Harris as the next President of Bristol Community College and authorize Chair Medeiros to negotiate with Dr. Harris over the specific terms and conditions of his appointment. This motion was seconded by Trustee Clark.

Chair Medeiros invited Lucinda Poudrier-Aaronson, the Board Liaison, to proceed with a roll call vote on this motion by calling on the Trustees in alphabetical order. Lucinda indicated a simple “Yes” response would support the motion to unanimously recommend to the Board of Higher Education the appointment

of Dr. Sedgwick Harris as the next President of Bristol Community College and that the Board of Trustees authorizes Chair Medeiros to negotiate with Dr. Harris over the specific terms and conditions of his appointment. A “No” response would not support the motion to unanimously recommend and negotiate.

- **Trustee Renee Clark** – Yes
- **Trustee Joseph Ferreira** – Yes
- **Trustee Pamela Gauvin** – Yes
- **Trustee Silvia Jones** – Yes
- **Trustee Jeffrey Karam** – Yes
- **Trustee Todd McGhee** – Yes
- **Trustee John Morris** – Yes
- **Trustee Lynn Motta** – Yes
- **Chair Joan Medeiros** – Yes

Chair Medeiros announced the motion to unanimously recommend the appointment of Dr. Sedgwick Harris and negotiate the terms and conditions of this appointment is approved as presented. She also shared the next regular Board of Higher Education meeting is scheduled for Tuesday, January 14, 2025.

5. Board Voting Process to recommend appointment of Interim President

- Some possible period of time between President Douglas’ end date and new president’s start date

Recognizing some potentially unknown period of time between President Douglas’ retirement date in January and the negotiated start date for our new president, Chair Medeiros asked for a motion to recommend to the Board of Higher Education the appointment of Steve Kenyon, Vice President for Administration & Finance, as the interim president for the college if, and when, deemed necessary.

A motion was made by Trustee Ferreira to recommend to the Board of Higher Education the appointment of Steve Kenyon as the interim president of the college if, and when, deemed necessary by Chair Medeiros. This motion was seconded by Trustee Karam.

Chair Medeiros invited Lucinda Poudrier-Aaronson, the Board Liaison, to proceed with a roll call vote on this motion by calling on the Trustees in alphabetical order. Lucinda indicated a simple “Yes” response would support the motion to recommend appointment of Steve Kenyon as the interim president of the college. A “No” response would not support the motion to recommend appointment of Steve Kenyon as the interim president of the college.

- **Trustee Renee Clark** – Yes
- **Trustee Joseph Ferreira** – Yes
- **Trustee Pamela Gauvin** – Yes

- **Trustee Silvia Jones** – Yes
- **Trustee Jeffrey Karam** – Yes
- **Trustee Todd McGhee** – Yes
- **Trustee John Morris** – Yes
- **Trustee Lynn Motta** – Yes
- **Chair Joan Medeiros** – Yes

Chair Medeiros announced the motion to recommend to the Board of Higher Education the appointment of Steve Kenyon, Vice President for Administration & Finance, as the interim president for the college if, and when needed, is approved unanimously. She stated the duration of the interim president's term will remain uncertain until the final appointment of our new president is confirmed.

On behalf of the college community, Chair Medeiros stated she would like to thank Vice-President Kenyon for his unwavering support and service to Bristol Community College.

6. Adjournment

Chair Medeiros stated she would like to once again recognize the presidential search committee, the interview hosts and session leads, and the collective college community's participation in this extensive search process. We asked you to participate and you did!

Chair Medeiros once again expressed thanks and appreciation to the Board of Trustees. She shared she certainly understands the college's presidential search has been just a small portion of the Trustees' daily commitments over the past few months. Thank you.

Chair Medeiros asked if there were any other items for Board consideration or discussion. Hearing none, she declared the special board meeting adjourned at 10:15 a.m.