

BRISTOL

COMMUNITY COLLEGE

FALL RIVER, MASSACHUSETTS

BOARD OF TRUSTEES AND FOUNDATION BOARD OF DIRECTORS JOINT BOARD MEETING MINUTES

December 2, 2024

1. Call to Order

The joint meeting of the Bristol Community College Board of Trustees and Foundation Board of Directors was held on Monday, December 2, 2024, in person at the Fall River Campus in the Building G Atrium located at 777 Elsbree Street, Fall River, Massachusetts. The joint meeting was called to order at 5:20 p.m.

Board of Trustees Members present: Joan Medeiros, Chair of the Board; Jeffrey Karam, Vice-Chair; Joseph Ferreira; Pamela Gauvin; Silvia Jones; Todd McGhee; and John Morris

Board of Trustees Members absent: Lynn Motta, Secretary and Renee Clark

Foundation Board of Directors present: Frank Sousa, President; William Kiley, Assistant Treasurer; Brian Hodess; Liz Isherwood; Thomas Kelly; Thomas Murray; Gregory O'Donnell; Diane Silvia; Luke Travis; and Donald Troppoli. Foundation Board member present who is also Board of Trustees Chair, Joan Medeiros.

Foundation Directors absent: Nicholas Christ, Vice President of Board Development; Kathleen MacLean, Vice President of Fundraising; Elliot Rosenfield, Treasurer; John McMahon, Clerk; Benita Rose-Monteiro; Patrick Murray, Jr.; Donald Smyth; Clayton Timas; Richard Wolfson; and Cynthia Flanagan (ex-officio).

2. Welcome

- Joan Medeiros – Chair, Board of Trustees
- Frank Sousa III – President, Foundation Board of Directors

Board of Trustees Chair, Joan Medeiros, welcomed all to the Joint Board Meeting of the Bristol Community College Board of Trustees and Foundation Board of Directors. Foundation Board President, Frank Sousa, also welcomed everyone and thanked members for great meetings earlier this afternoon including the announcement of over \$10,000 in scholarships awarded by the Foundation. He also wished everyone a happy holiday season.

3. Presidential Search Process Update - *Joan Medeiros*, Search Committee & Board Chair

Chair Medeiros provided a brief overview of the college's Presidential Search Process, the five finalists interviewing for the President position, and the projected timeline for the remainder of the search process including the special meeting of the Board of Trustees scheduled on Friday, December 13, 2024, to recommend the appointment of Bristol's fifth President. She shared the intention would be for the Board's

recommended appointee be voted upon at the Board of Higher Education meeting scheduled on Tuesday, January 14, 2025.

Board of Trustee Chair, Joan Medeiros, introduced Bristol's Chief Strategy Officer, April Lynch, to provide an update and timeline related to Bristol's strategic planning process.

4. **"Connections: Strengthening Bristol's Impact"** (input on Bristol's next strategic plan) – *April Lynch*, Chief Strategy Officer

April Lynch began by introducing Stephen Bassler who serves as the college's Risk/Compliance Officer and also as a member of the Integrated Planning Council. She shared that Steve would be assisting in capturing the details today from the Joint Boards' discussion and involvement in this phase of the strategic planning process.

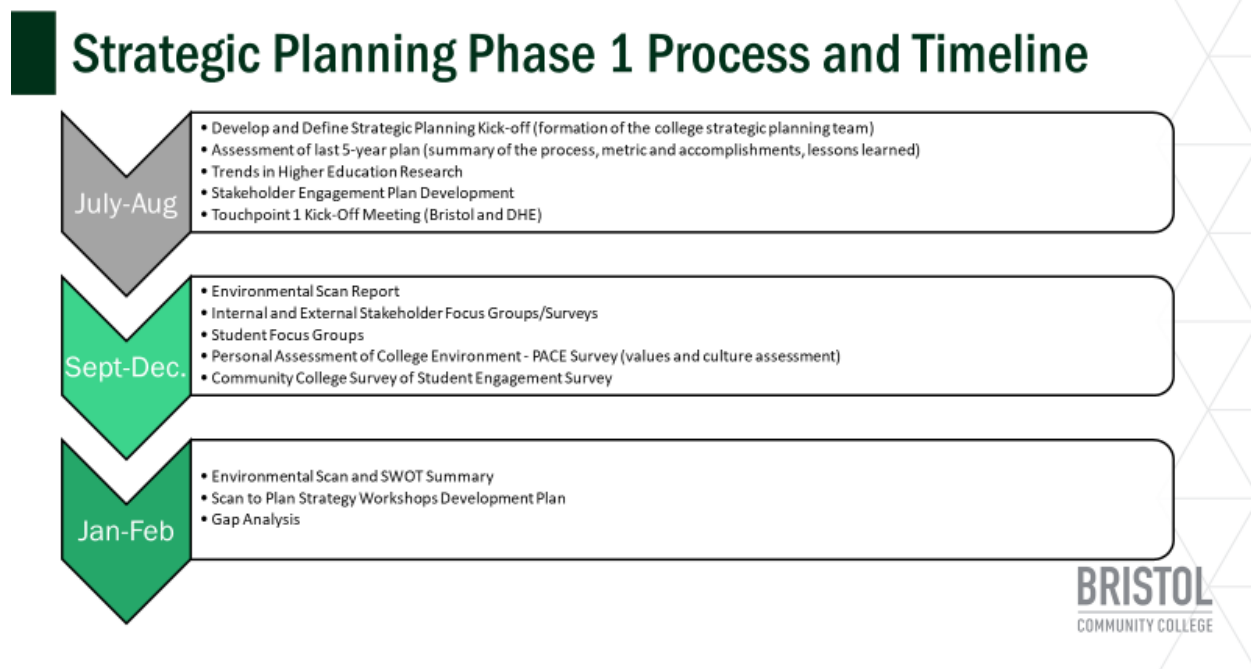
April began by sharing the agenda for this session including:

- Strategic Planning Overview
- Strength, Weaknesses, Opportunities, Threats (SWOT) Discussion
- Common Themes
- Community Development Brainstorming Session

She shared there were two primary goals for this session:

- **Goal #1:** Identify Opportunities and Threats within the market.
- **Goal #2:** Gain Perspective on how Bristol can enhance its engagement within the community, and the larger educational ecosystem.

April explained there were two planned phases (Phase 1 & 2) of the 2025-2030 Strategic Plan development. She provided a timeline for each phase:



Phase 2 Process and Timeline (Includes New President)



She asked members of both boards to participate in Strength, Weaknesses, Opportunities, Threats (SWOT) discussion. Steve Bassler took notes to memorialize the conversation as April Lynch facilitated the group discussion.

April shared it was very intentional that this strategic planning process would coincide with the arrival of Bristol's fifth president in Spring 2025. She also stated the process to date had already included meetings and engagement with over 850 stakeholders including K-12 and business partners. April shared there were already some key emerging trends and themes as a result of this engagement to date including:

- a. Data & Technology
- b. Student Ready College
- c. Culture of Continuous Improvement and Retention
- d. Community Development

April shared that the college staff would continue to engage community and college stakeholders at every point in the process, and that by developing the strategic planning process in house there would be considerable cost savings, as well as the ability to remain nimble and agile throughout the entire process.

April thanked the Joint Board members for their active participation and engagement. She acknowledged that the members of these two boards also represented local businesses, civic organizations and K-12 schools, with strong, personal commitments to the college's success. She asked for them for assistance with advocacy for continued community participation in the strategic planning process. April ended her presentation by thanking all, and sharing there was still much work to be done so stay tuned!

5. Adjournment

At the conclusion of the strategic planning process presentation, the Joint Board Meeting was adjourned at 6:21 p.m.