

**BRISTOL COMMUNITY COLLEGE  
FALL RIVER, MASSACHUSETTS**

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

**December 12, 2022**

**I. Convening**

The joint meeting of the Bristol Community College Board of Trustees and Foundation Board of Directors was held on Monday, December 12, 2022, in person in the Atrium in the Commonwealth College Center Building on the Fall River Campus at 777 Elsbree Street, Fall River, Massachusetts. The meeting was called to order at 5:10 p.m.

Trustees Present: Joan Medeiros, Chair; Frank Baptista; Renee Clark; Pamela Gauvin, Esq.; Samuel Horton; Jeffrey Karam; James Mathes; Todd McGhee; Lynn Motta; and Steven Torres, Esq., Vice Chair.

Trustees Absent: Valentina Videva Dufresne, Secretary.

Foundation Directors Present: Frank Sousa, Vice President; Kathleen MacLean, Vice President of Fundraising; Peter Silva, Clerk; Liz Isherwood; Greg O'Donnell; Donald Smyth; and Cynthia Flanagan. Foundation Member present who is also a Trustee was Joan Medeiros.

Foundation Directors Absent: Thomas Murray, President; Elliot Rosenfield, Treasurer; Richard Terry, Assistant Treasurer; Nicholas Christ; John McMahon; Patrick Murray, Jr.; Benita Rose-Monteiro; Diane Silvia; Clayton Timas; Luke Travis, Esq.; and Richard Wolfson.

**II. Welcome**

Board Chair Joan Medeiros welcomed all to the Joint Board Meeting of the Bristol Community College Board of Trustees and Foundation Board of Directors. She said at the Board of Trustees Meeting today, they accepted the Auditors' Report of 2022. The college has also received approval from the state for \$1 million in funding in STEM. President Douglas will mention this later in her goals section.

Foundation President Thomas Murray was not in attendance so Frank Sousa, Vice President of Board Development, welcomed all in his stead.

**III. NOWI Update**

Chair Medeiros introduced Jennifer Menard, Vice President Economic and Business Development, and Steve Kenyon, Vice President Administration and Finance, to give a

National Offshore Wind Institute (NOWI) update presentation to the Boards. The following are the highlights of their presentation.

V.P. Kenyon gave a construction update of the facility.

Costs:

- ~ \$12M: Cost of construction
- ~ \$5M: Training Equipment. Most equipment is grant funded.
- ~ \$775K: Annual financing costs per year (\$10M)

Grant Funding:

- ~ \$2 – 4 M: Grant funded construction
- \$520K/10 years: Mayflower funding commitment

Established occupancy dates:

- Technical: June 2023
- Training: June/July 2023

V.P. Menard gave the following update.

NOWI Update:

- Critical Credentials for the NOWI -- Global Wind Organisation (GWO) accreditation for 15 courses.
  - General Management System
  - 80 Policies (30 GWO related, 19 Organizational and 31 Business Development)
  - Infrastructure and specialized equipment
  - 10-day pre-audit sessions with Maersk Training in January 2023
  - Hired external audit firm to conduct GWO audit in Spring 2023
  - Registration Build out for programs and pricing
- Recruiting and Staffing:
  - Director
  - Associate Director
  - Three Basic Safety Training Instructors
  - Two Basic Technical Instructors
  - One specialized trainer for Blade Repair
- All positions are listed on the Bristol “Jobs” website.
- Career Information Sessions held with Maersk Training.
- Six Instructors need GWO credentials requiring six-week (depends on module) training program.
- Train the Trainer program is four stages:
  - Participate -- Take the course
  - Observe – Watch the course being taught
  - Co-Deliver – Deliver course with experienced Instructor
  - Deliver – Deliver under observation

NOWI Update – Training Portfolio:

Training Portfolio demonstrates the NOWI’s one-stop location for workforce support for the offshore wind industry.

- Basic Safety Training (Single and Combined)

- Sea Survival
- Manual Handling
- Fire Awareness
- Working at Heights
- First Aid
- Basic Technical Training
  - Electrical
  - Mechanical
  - Hydraulics
  - Installation
- Advanced Rescue Training (ART)
- Enhanced First Aid (EFA) Training
- Slinger Signaler Training
- Blade Repair Training
- Helicopter Underwater Escape Training (HUET)
- Basic Offshore Safety Induction and Emergency Training (BOSIET)

Chair Medeiros thanked V.P.s Menard and Kenyon for their report.

#### **IV. New Supply Chain Management Program**

Chair Medeiros introduced Vidyanidhi Rege, Dean of Business and Experiential Education, and Chukwuneke Okorie, Assistant Professor of Supply Chain Management, to give a presentation to the Boards regarding the new Supply Chain Management Program. The following are highlights of their presentation.

##### **Why Supply Chain?**

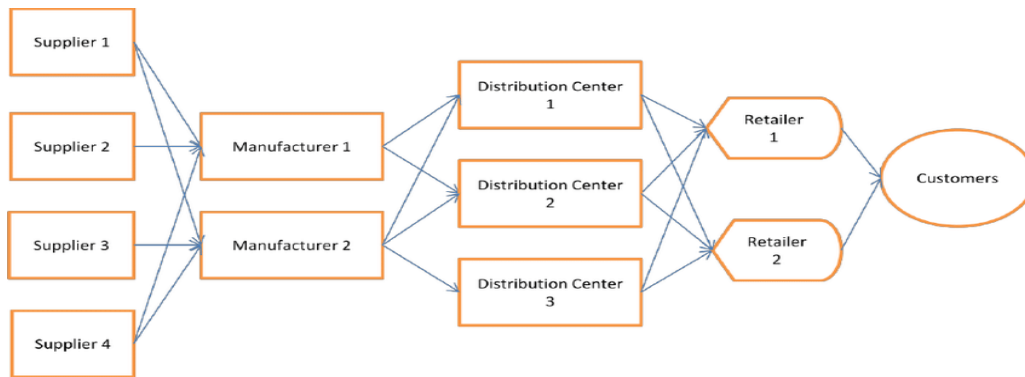
- High Demand Industry
- Multi-industry Phenomenon
- Offshore Wind and Supply Chain
- Labor Market Data
  - Median salary in supply chain \$83,000.
  - Number of jobs are going grow by 24% in the next 10 years.

##### **MA CEC Grant**

- Approved for Massachusetts Clean Energy Center (CEC) Grant with University of Massachusetts Dartmouth.
- Free Supply Chain courses for 40 students over a two-year period.

##### **Supply Chain – in brief**

- Supply Chain is a Network connecting
  - Suppliers
  - Customers
  - Other external parties



- Supply Chain Management
  - Developing
  - Managing
- Business Relationship

#### Firms/Industry vs Supply Chain

- Local, regional, globally known brands/firms.
- Design, produce, stock, distribute, sell - raw materials and products to customers and consumers.  
For example:
  - Clothing brands/industry
  - Manufactures of products
  - Oil and gas
  - Offshore wind firms
  - Pharmaceutical firms/outlet
  - Grocery retailers
  - Smart phones/tablets
- Facilitators of Supply chain: Amazon, UPS, DHL, UPS.

#### Container Shipping

#### The Next 30 Years



## Solar and Wind Power for Ships

### Eco Marine Power of Japan

- Developed Aquarius MRE (Marine Renewable Energy) solution.
- Combines sail/wind assisted propulsion with solar power, applicable in Commercial vessel.
- Considered a ship renewable energy system.

## SCM – Certificate @Bristol

### Academic Work

- Key course areas include:
  - Introduction to Logistics
  - Introduction to Computers and Software Applications
  - Inventory and Warehousing Management
  - Global Supply Chain Management
  - Foundations of Project Management

### Full-Time

- 1<sup>st</sup> Semester – Academic work
- 2<sup>nd</sup> Semester – Internship

### Part-Time

- 1<sup>st</sup> Semester – Academic work
- 2<sup>nd</sup> Semester – Academic work
- 3<sup>rd</sup> Semester – Internship focused

## Summary

- Student Recruitment:
  - Adult Learners – who are already working
  - High School Leavers
- We are dedicated to developing world class supply chain management professionals by educating and connecting with trusted local, national and global network of professional institutions and practitioners.
- Career after Bristol:
  - Working and contributing – in the locality, nation-wide and abroad.
  - Advance education - in other Institutions of Higher Learning.

Foundation Member Liz Isherwood asked if participants were required to have a special degree to participate. Dean Rege said students are not required to have any credential beyond high school. Foundation Member Souza asked what jobs these would provide for. Dean Rege said entry level management positions, inventory management. This program would help supply area companies such as Amazon and FedEx. Foundation Member Peter Silva asked if this was offered for Offshore Wind. Dean Rege said that they built the network and admissions program for NOWI.

Chair Medeiros thanked Dean Rege and Assistant Professor Okorie for their report.

## V. Student Mental Health, Counseling and Basic Needs Security

Chair Medeiros introduced Michael Bensink, Director of Student Wellness, to give a presentation to the Boards on Student Mental Health, Counseling and Basic Needs Security. The following are some highlights of his presentation.

## Mental Health Counseling

### Suicide (in 2020):

- Was the twelfth leading cause of death overall in the United States, claiming the lives of over 45,900 people.
- Was the second leading cause of death among individuals between the ages of 10 - 14 and 25 – 34.
- Was the third leading cause of death among individuals between the ages of 15 – 24.
- And was the fourth leading cause of death among individuals between the ages of 35 and 44.

Source: <https://www.nimh.nih.gov/health/statistics/suicide>

### Prevalence of Any Mental Illness - AMI (2020):

- There were an estimated 52.9 million adults aged 18 or older in the United States with AMI. This number represented 21.0% of all U.S. adults.
- Young adults aged 18 to 25 years had the highest prevalence of AMI (30.6%) compared to adults aged 26 to 49 years (25.3%) and aged 50 and older (14.5%)
- The prevalence of AMI was highest among the adults reporting two or more races (35.8%), followed by White adults (22.6%). The prevalence of AMI was lowest among Asian adults (13.9%).

Source: <https://www.nimh.nih.gov/health/statistics/mental-illness>

### Most Common *Presenting Problems* of Bristol Students:

- Anxiety
- Depressed Mood (Sadness, Lethargy, Anhedonia)
- Academic Issues/Concerns
- Stress
- Relationship Issues

Add the impacts of Social Justice Issues, Identity, Violence, Social Media Pressures, COVID-19 Pandemic and the Climate Crisis.

### Mental Health Counseling:

- Supports all four of the Strategic Plan Strategies (Academic Innovation, Equity, Organizational Excellence and Partnerships.)
- Is part of Student Wellness (along with Health Services) to provide holistic support to Bristol Students.
- Is not focused solely on pathology but also on the dynamics of human experience.
- Educates the Bristol Community.
- Relates to community-based resources, within and without Bristol.
- Promotes a stigma-free culture, throughout the Bristol community, to encourage an appreciation of all dimensions of Student Wellness.
- Tailors services to the needs of students in the South Coast and all Bristol service areas.
- Offers a rigorous Graduate Intern Training Program.

[www.Bristolcc.edu/Counseling](http://www.Bristolcc.edu/Counseling)

#### Objectives of Counseling:

- Support students to help them better understand their psycho-emotional experiences.
- Create a safe space for free expression of thoughts and feelings.
- Reflect and “normalize” to improve understanding (psycho-education).
- Provide interventions that deepen self-awareness.
- Guide students using evidence-based strategies to improve well-being and functioning.
- Help students to build skills for responding to and holding difficult thoughts and emotions.
- Address specific mental health needs, which may include existent or emerging pathology (diagnosable Mental Illness).

#### Services Provided to Students:

- Short-term Counseling
- Referrals for long-term or specialized treatment
- Technology-based tools:
  - Mental Health Screenings
  - Mental Well-Being Course
  - Campus Christie Well-Being Bundle
  - Other third-party, evidenced-based tools.
- Active Minds (Peer Support)
- Events and Outreach
- Training and Workshops

#### Connecting with the Bristol Community:

- Education Outreach  
Help raise student self-awareness and help faculty/staff to understand student needs.
- Faculty/Staff Consultations  
Provide direct support to help faculty/staff determine a course-of-action and possible interventions to address student behavior through appropriate channels.
- Cross-College Collaborations  
Work with various Student-Services areas to help provide support for multi-dimensional student needs. (Campus Police, Title IX, Basic Needs, Disability Services, Student Success, Advising, Tutoring, etc.)

#### What’s New and What’s Next:

- Mental Health Counselor at every Bristol Location (Spring 2022)
- Active Minds Chapter (Spring 2022)
- Host of Send Silence Packing Suicide Awareness Event (Fall 2022)
- Social Media Presence (Spring 2023)
- New Classroom Presentation (Spring 2023)
- Department of Higher Education Grants (Spring 2023)

Department of Higher Education Behavioral and Mental Health Grants:  
Bristol to receive over \$300,000 in funding (from two proposals) that will be used by  
June 30, 2023.

- Christie Campus Well-Being Bundle
  - Four-year contract to provide technology-based tools to support holistic student wellness.
- JED Campus (Starting in Spring 2023)
  - Four-year process to earn the prestigious designation of “JED Campus,” includes the administration of the Healthy Minds Survey.
- Additional Training Opportunities for Faculty and Staff (Summer 2023)
  - Mental Health First Aid Instructor Training.
  - Stipends to pay faculty and staff for participation in trainings.



On July 16, 2020, the FCC adopted rules to establish 988 as the nationwide, easy-to-remember 3-digit dialing code for people in crisis to connect with suicide prevention and mental health crisis counselors.

(Trustee Renee Clark left the meeting at this time.)

Foundation Member Don Smyth asked if there has been an increase in mental health issues since the start of the pandemic. Mr. Bensink that yes, there has been an increase nationally. Our numbers at Bristol did not increase maybe because of isolating and the inability for students to participate remotely. Foundation Member Smyth asked about employees’ mental health resources. Mr. Bensink said that employees have access to an Employee Assistance Program with the state.

Chair Medeiros thanked Mr. Bensink for his report.

## VI. Fundraising Update

Chair Medeiros introduced Judi Urquhart, Chief Development Officer, to give a Fundraising Update presentation to the Boards. The following are some of the highlights of her report.

### FY23 Strategic Planning Retreat

- In September 2022, the Foundation Board and Bristol Staff convened to discuss fundraising strategies.



- Our Planning Goals:
  - Assess the college's areas of need and funding gaps.
  - Ensure adherence to college-wide strategic initiatives.
  - Identify fundraising impact areas.
  - Determine fundraising approach.
- Our Ultimate Goal: Ensuring Student Success.

#### Foundation Impact Areas: Student Support Services

- Scholarship Funding – Ms. Urquhart said every year they review about 520 scholarship applications and provide funds to approximately 80% of applicants.
- Support for Basic Needs – Food insecurity has increased 60%; this is noted by the Grab & Go and Mobile Food Mart attendance. To create a full-time food pantry, it would cost between \$100,000 and \$150,000.
- Student Wellness
- Veterans Center: Military student recruitment and support; career services – there are 27,000 veterans in the Bristol area; 87 veteran students at Bristol. Denny Cosmo and his staff have four students attend the Students Veterans Conference every year.
- Women's Center: Fostering Entrepreneurship (Microloans; Biz Plans); Supports for Domestic Violence
- Multicultural Center: BIPOC Student Recruitment; DEIB Professional Development; Social Justice Activities – Ms. Urquhart said there are only three Multicultural scholarships currently; this is an area where we need to grow the number of scholarships.
- Phi Theta Kappa Membership – National Honor Society that requires a 3.5 GPA or higher. The membership fee is \$70.

#### Foundation Impact Areas: Targeted Programs of Study

- Paralegal Program – is ABA accredited and has 80 students. There is no designated scholarship for this program.
- Evening and Weekend Nursing Program – there is a 1.1-million-person shortage of nurses. Bristol's program is affordable and renown. We have 90 slots filled and a waiting list.
- Fire Science – has 80 students. Newly graduated students have a 95-100% hire rate.
- Dual Enrollment Programs – currently with three regional programs: New Bedford High School, Argosy Charter School and Durfee High School.

#### How We Are Achieving Our Goals

##### Fundraising Channels

- Direct Donor Solicitations (Mail & Email)
- Major Donor Cultivation
- Corporate Funding (Banks, Supermarkets, Hospitals, Restaurants, Trade Associations, Local Businesses)
- Alumni Engagement
- Legacy Planning
- Foundations - Grants

#### How You Can Help

- Promoting the good work of Bristol.
- Direct contributions.
- Introductions to contacts and business leaders.

Ms. Urquhart said they have reached 100% participation for the Foundation Board of Directors.

Chair Medeiros thanked Ms. Urquhart for her report.

#### **Adjournment**

There being no further issues to discuss, the Joint Board Meeting concluded at 6:08 p.m.

Respectfully submitted,

*Kathleen Wordell*

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Kathleen Wordell, Recording Secretary

\_1/30/23\_\_\_\_  
Date Approved

\_KAW\_\_\_\_\_  
Initials