

Bristol Community College
Fall River, Massachusetts

Board of Trustees
Meeting Minutes

April 3, 2017

A. Convening

The three hundred and forty-ninth regular meeting of the Bristol Community College Board of Trustees was held on Monday, April 3, 2017, in Room D209 of the Hudnall Administration Building, on our Fall River Campus at 777 Elsbree Street. Chair Joseph Marshall called the meeting to order at 4:13 p.m.

Trustees present: Joseph Marshall, Chair; Keith Hovan; Samueal Lema; Joan Medeiros; Cynthia Rose; Anthony Sapienza; Sandra Saunders, Esq.; Diane Silvia, Vice Chair; and Steven Torres, Esq.

Trustees absent: Dr. Patricia Andrade and Max Volterra, Esq., Secretary.

B. Information from the Chair

Chair Joseph Marshall welcomed all to the meeting.

C. Student Amy Blanchette – PHENOM and Public Higher Education Funding

Student Amy Blanchette was introduced; she is a single mother with four jobs and a full-time student who advocates the availability of public higher education for all students. She requested to address the Board regarding Public Higher Education Network of Massachusetts (PHENOM) – an organization that unites students, faculty, staff, alumni, and others from community colleges, state universities, the UMass campuses, and the broader community. In the last sixteen years, Massachusetts has cut funding 31 percent per student. PHENOM strives to:

- Fund public higher education so it can serve the Commonwealth.
- Make higher education affordable.
- Make higher education accessible to all.
- Hire more teachers, researchers, and staff.
- Honor and expand democratic institutions of governance in public higher education.

On March 1, over 600 people attended Advocacy Day in Boston. Fifty people from BCC attended (President Sbrega provided the bus transportation). Advocacy Day is an annual event that brings together Massachusetts public higher education stakeholders to rally, share stories, and ask their legislators to support greater investment in the state's colleges, universities, and the UMass system.

One of the current legislative efforts that PHENOM supports is the Finish Line Grant which would provide one full year of tuition and fees after a student's first year at any community college, state university, or UMass campus. The student would need to apply, have a GPA higher than 2.0, and have a household income less than twice the median household income in Massachusetts (\$135,692 as of January 2017).

Some upcoming events at BCC are:

- Opt Out of High Stakes Testing Forum sponsored by the Massachusetts Education Justice Alliance, Fall River Chapter to be held on April 11, 2017, at 6:30 p.m. in Room C111.
- April 26 – a public higher education rally sponsored by PHENOM (more details to follow).

D. Executive Session

Chair Marshall requested that the Board of Trustees Meeting enter into an Executive Session for the purpose of discussing litigation, since an open meeting may have a detrimental effect on the litigation position of the College. Besides Chair Marshall and the members of the Board of Trustees, this Executive Session would include Jesse Boodoo, Assistant Attorney General; Gina Yarbrough, Massachusetts Community College Associate General Counsel; President John Sbrega; Vice President Steve Kenyon; Vice President Lisa Tarantino; Vice President Joyce Brennan; Vice President Greg Sethares; Associate Vice President Ana Gaillat; Consultant George Smith; and Recording Secretary Kathleen Wordell.

Trustee Torres also requested that the Board of Trustees enter an additional Executive Session for the purpose of discussing the purchase of real property as an open meeting may have a detrimental effect on the negotiating position of the College. For this Executive Session, besides Chair Marshall and the members of the Board of Trustees, attendance would include President John Sbrega, Vice President Steve Kenyon, and Recording Secretary Kathleen Wordell. Additional attendees would be invited as necessary to the meeting. Following these Executive Sessions, the meeting would resume into an Open Session.

Trustee Torres made a motion to enter into Executive Session; this was seconded by Trustee Sapienza.

Chair Marshall then called for a roll call vote to enter into Executive Session:

Patricia L. Andrade, M.D. – Absent
Mr. Keith Hovan – Yes
Mr. Samuel Lema – Yes

Ms. Joan M. Medeiros - Yes
Ms. Cynthia A. Rose '70 – Yes
Mr. Anthony R. Sapienza – Yes
Sandra Saunders, Esq. – Yes
Ms. Diane L. Silvia (Vice Chair) '86 – Yes
Steven Torres, Esq. - Yes
Max Volterra, Esq. (Secretary) – Absent
Mr. Joseph A. Marshall, FRC (Chair) '78 – (Votes in event of a tie)

The motion was approved and the Board of Trustees entered Executive Session.

After the Executive Session ended, the open meeting reconvened.

E. Consideration of Minutes of the Meeting of March 6, 2017

Upon a Motion made by Trustee Torres to accept the Minutes of the Meeting of March 6, 2017, as submitted, and seconded by Trustee Sapienza, it was

VOTED to accept the Minutes of the Meeting of March 6, 2017, as submitted.

F. President's Report

President Sbrega said the March Employee of the Month was Campus Police Officer was Robert Plummer; the April Employee of the Month is Dean Jennifer Menard.

At an event held on Monday, March 20, at the BCC Fall River Campus, the Massachusetts Life Science Center awarded BCC \$4.4 million for the renovation of six science classrooms and a clean room; nine other area schools received grants also at the event.

Total Capital Campaign funds raised to date are \$12,656,796.58.

Life Science Programs' enrollment increased from 58 in 2016 to 104 this year.

- Life Sciences Biology – 16 to 38
- Life Sciences Biotech – 16 to 22
- Life Sciences Sustainable Ag – 8 to 10
- Life Sciences Environmental Sciences – 18 to 34

On March 23, President John Sbrega was awarded the NEBHE's Massachusetts Excellence Award at the State House in Boston.

The BCC Alumni Paragon Awards ceremony was also held on March 23 celebrating Outstanding Service Awardees as well as the Paragon Awardees Jo Ann Bentley, William Fitzgerald, and Trustee Cynthia Rose.

On March 30, the Phi Theta Kappa ceremony was held in Boston. Two BCC students were honored at the event: national recipient was Trustee Samueal Lema who received a \$5,000 scholarship and state recipient was Daniel Rodrigues. The induction ceremony was held at BCC on March 31.

On March 12 on the Food Network was the Spring Baking Competition featuring Courtney Silva Rezendes, a BCC Culinary Arts graduate.

BCC has been selected as a finalist for the 2017 APEX Business of the Year Award. On March 27, President Sbrega, Vice President Paul Vigeant, and Dean Jim Daniels were interviewed. The award will be announced at the luncheon on April 13.

Dr. Joseph DaSilva, BCC alumnus and adjunct professor, received national honors from the Center for Green Schools recognized for best of environmental efforts as the School Construction Coordinator for the RI DOE.

As mentioned earlier, PHENOM/Advocacy Day was held on March 1 and BCC Student Amy Blanchette spoke at the event.

The results of the Hunger/Homelessness Eradication Applied Research Tools (HEART) Survey are in your folder. The BCC results mirrors those across the state concerning dire needs of hunger and homelessness.

The Grab and Go Food Pantry at BCC provides prepackaged food items to BCC students in need and subsists on voluntary contributions of much needed items and donations. The Mobile Food Mart also operates at BCC and unfortunately was canceled the past two months due to snow.

The Workforce Education Institute (WEI) and Enrollment Services' Transitional Assistance for Needy Families (TANF) is establishing a 52-week on-boarding process for new enrollees. It may also link with the Massachusetts Rehabilitation Commission.

March 22 is the annual BCC Professional Day Retention Summit (there are no classes that day). It includes 61 proposals integrated into 13 concurrent sessions in the morning and afternoon.

The Massachusetts Bureau of Health Professions Licensure awarded the BCC Nursing Program with "Full Approval Status."

The Commission on Dental Accreditation (CODA) awarded the BCC Dental Hygiene Program with "Approval Without Reporting Requirements."

BCC Occupational Therapy Assistant (OTA) graduates received a 100 percent pass rate from the National Board for Certification in OT. BCC Clinical Lab Science graduates received a 100 percent pass rate on the American Society for Clinical Pathology's national certification exam. Also 100 percent found employment.

Other Items of Interest

The Annual International Festival Day was held on March 28 and was organized by Livia Neubert from the Multicultural Center.

The new Veterinary Healthcare Program enrollments have increased from 112 in 2016 to 152 in 2017, with an expected increase of 80 for this coming Academic Year.

Title III preparation is continuing under the supervision of Dean Jennifer Menard and Consultants Kathe German and Phil Sbaratta. The proposal has been developed through a series of open college meetings and on-line forums by the Design and Writing Teams comprised of faculty and administrative staff. The deadline is April 17.

On March 9, BCC had a table at the New Bedford State of the City Luncheon.

President Sbrega spoke at the March 9 CONNECT/SE STEM Network Business and Education Alignment event. Also that evening, the Regional Science Fair Awards Ceremony was held.

President Sbrega attended a Southcoast Development Partnership meeting with speaker Governor Charlie Baker on March 15.

BCC hosted a Fall River Rotary Club Auction on March 16.

The Business Fast-Track Program is taking on a new dimension this summer synchronizing Distributed Learning in both Attleboro and New Bedford with Deans Berardi, Bellafiore, Daniels, Clark, and Vice President Brennan.

On March 17, the Key Talent Leadership Program was held at Bridgewater State University.

The Department of Higher Education awarded BCC \$25,000 Performance Initiative Fund for BCC's "On Ramps to Completion" which focuses on co-requisites in remediation.]

On March 28 was an Under the Umbrella Student Panel discussing the experiences of LGBTQ+ students at BCC. This was hosted by the HERO Club (Helping to Educate Regarding Orientation).

Pizza and Politics, a BCC student forum continuing series, was held on March 27 coordinated by Rob Delaleu and Vice President Steve Ozug.

On March 29, the BCC Women's Center held a reading program entitled, "Memory, A Monologue, A Rant, and A Prayer."

BCC celebrated World Water Day on March 22 with a panel discussion organized by Robert Rak.

On March 29, the BCC Academic Series presented “The Evolving State of Sustainability Education.”

The BCC Holocaust Center held a Native American Genocide Conference on March 31.

All Admissions decisions for Nursing, Dental Hygiene, and OTA are complete. We continue to set earlier deadlines.

On April 1, was held the annual BCC Cake Show. Also that evening, was the LusoCentro production fundraiser at the BCC Theatre - a night to celebrate Portuguese culture featuring youth involvement with participating groups and entertainers from New Bedford, Taunton, Fall River and Cumberland, Rhode Island.

The Preparedness contract was awarded to L&L contracting: all external building doors in Fall River to have remote, electronic capability; significant safety improvement; police able to lock all doors simultaneously; and also Taunton Center will be equipped for its entering door.

Off-shore Wind –

- Interviews have been conducted with Deepwater Wind and Vineyard Power.
- Research in Humber Region of UK under Mayor Jon Mitchell.

G2C students had skype conversation with St. Louis G2C students resulting in a profitable interchange.

Veterans Center

- New Bedford Veterans Center - on campus once per week.
- Vets, Inc – on campus the first week of each month.

The BCC Communications Office is working on branding “Your College, Your Future” - summer and fall enrollment campaigns at all locations.

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

VOTED to accept the President’s Report.

G. Professor Emeritus Awards

The Professor Emeritus Committee selected Professors David Owen and Gabriel Pereira as the recommendations for the Professor Emeritus Awards.

Upon a Motion made by Trustee Sapienza and seconded by Trustee Saunders, it was VOTED to accept the recommendations for the Professor Emeritus Awards.

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

H. 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 March 21, 2017.

The Committee met and Committee Chair Torres asked Mr. Larry Gibson of Gibson Consulting to give an update on his progress to date. Mr. Gibson said he has met with Interim Vice President for Human Resources Lisa Tarantino and Consultant George Smith. It was a very instructive meeting to clarify what they are doing and alleviate any concerns so that there would be no duplication of goals and to retain the integrity of the process.

Mr. Gibson said that he is on track and should have his report in a month from now - the week of April 18.

It was decided that the next Committee Meeting would take place on Tuesday, April 25, 2017, at 2:00 p.m. in Room J211.

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

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

I. Report of the Finance and Audit Committee

Trustee Joan Medeiros, Chair of the Finance and Audit Committee, gave her report to the Board regarding the Committee meeting of March 6, 2017.

The Committee reviewed the Trust Fund Report for the second quarter, fiscal year 2017. There were some discussions about the large software licensing fee paid to Ellucian. This is our college-wide software platform that supports Finance, HR, Enrollment Services, Financial Aid, and Grants.

The Committee had a lengthy discussion about our investments. At the time of the meeting, we had a six percent return for the fiscal year with appreciation of over \$600,000. We completed our December plan of moving \$1 million from CDs to Fidelity during this fiscal year. This process was completed in March.

The Committee is also continuing discussions about increasing the amount in equities. This may be achieved by investing in a third fund which is weighted more heavily in equities - perhaps 60/40, equities to bonds. This will be discussed at future meetings.

The remainder of the meeting was focused on the FY18 Operating Budget. The Committee reviewed a presentation by management outlining the numerous variables in assembling the budget. They discussed several major assumptions including enrollment and state support.

We will be having a special Committee meeting in early May to make decisions on the FY18 budget including any recommended fee increases. The College is actively looking at ways to reduce cost. We will likely need to continue to rely on transfers from the Foundation to balance next year's budget as we have done the past few years. As was reported earlier, we expect to have to resolve a \$2 million budget shortfall for FY18.

The College is still estimating a loss from operations of approximately \$400,000 for FY17. Summer revenue is the most significant factor remaining to meet that number.

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

VOTED to accept the Report of the Finance and Audit Committee.

J. Report of the Alumni Trustee

Alumni Trustee Diane Silvia gave her report to the Board.

The Alumni Association meeting in March was moved to April 19.

The election of the Alumni Trustee will be conducted on May 11.

Just a reminder of the pinnings and awards ceremonies that will take place during the week of May 22.

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

VOTED to accept the Report of the Alumni Trustee.

K. Report of the Foundation Relations Committee

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

There is not much to report as the Foundation last met on February 22; the next meeting will be on April 19.

Just reminders of the BCC Golf Tournament on Monday, May 8 and President Sbrega's Retirement Party on Saturday, June 17.

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

VOTED to accept the Report of the Foundation Relations Committee.

L. Report of the Student Trustee

Student Trustee Samueal Lema gave his report to the Board.

Book Exchange Service Project

School Supplies to be potentially included in the Book Exchange. This upcoming year, it would only be included as a pilot program. The Program provided over a few hundred books to students every year to minimize student cost and runs completely on donations.

STEM High School Career Day

Over 200 high school students came to BCC. It was separated into five different workshops in STEM Engineering, electronics, programming, math, and biology. They will be offering some free engineering courses in the summer to encourage high school students to attend BCC.

Pizza and Politics

As mentioned earlier, this series is an opportunity for students to interact, discuss, and express their thoughts and opinions about current events, politics and other topics of broad interest.

The Role of Media in a Free Society: Social Media, Truth, Bias, and Fake News; Women's March; and Post-election Dialog

We have had an average of 100 students attend each of the past sessions and the conversations have been engaging and informative. We continue to host the sessions on the Fall River campus, however Facebook Live streaming is available at all campuses.

The International Festival: Cape Verde - Brazil - Nepal - Egypt - Vietnam - Cambodia - Native American History Lectures - African American, Holocaust

The International Festival was held last Tuesday with a number of performances from different students from different cultures included traditional dances and food for people to celebrate multiculturalism at BCC. Events like this continue to build a comfortable environment for all our students.

BCC GO Green Educational Program

March 23 Water Filters; March 30 Recycling; and four more consecutive Thursdays including circuits, power management, wind turbines, food production.

Will run every year

MARCH 23-APRIL 27, Thursdays 4:00pm -5:30pm for CO-ED Grades 2-4 featuring programs on water filters, recycling, circuits, power management, wind turbines and food production. My intention is to meet the goal of the board that was set at the annual retreat. He will give a final report on May 1st.

BCC holds another Newman Civic Fellow

Daniel Rodriguez, VP of the Student Senate, has been selected as a Newman Civic Fellow for his work producing plays in Rhode Island, student senate, and the local Toastmasters Chapter. Newman Civic Fellows are nominated for their demonstrated commitment to finding solutions for challenges facing communities throughout the country. These students represent the next generation of public problem solvers and civic leaders. They serve as national exemplars of the role that higher education can—and does—play in building a better world.

Phi Theta Kappa Honor Society

Phi Theta Kappa induction ceremony was last Friday welcoming about 150 new students. For membership, students most maintain a 3.5 GPA, with at least 30 credits completed. This is the largest Honor Society in the country.

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

VOTED to accept the Report of the Student Trustee.

M. Report of the Facilities Committee

Trustee Anthony Sapienza, Chair of the Facilities Committee, gave his report to the Board. The Facilities Committee met today, April 3, 2017.

At the meeting, Trustee Sapienza said that the Committee approved the submitted naming request of the Harold and Virginia Lash Anatomy and Physiology Labs in Building E, Room E105 and Room E106 on Bristol Community College's Fall River Campus to be recommended for approval by the Board of Trustees.

Upon a motion made Trustee Silvia and seconded by Trustee Rose, it was

VOTED to approve the submitted naming request.

Trustee Sapienza said that Committee discussed the \$4.4 million grant award from the MLSC for the Rodgers Building renovations on the Fall River Campus. The Committee also discussed the possibility of acquiring additional land in New Bedford for the expansion of the BCC New Bedford Campus. A developer has been identified who would like to partner with BCC in this endeavor. We would need the BCC Foundation to make an investment in the land; the Foundation has indicated that they are interested in this.

Trustee Sapienza made a motion that the Board of Trustees recommend to the BCC Foundation that the Foundation work to acquire additional land in New Bedford to protect the rights of the College and integrity of the BCC New Bedford Campus. This was seconded by Trustee Rose and it was

VOTED to approve the motion.

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

VOTED to accept the Report of the Facilities Committee.

N. Financial Update – Vice President Steve Kenyon

Vice President for Finance and Administration Steve Kenyon tabled his report to the Board until the next Board Meeting on May 1.

O. Report of Personnel Actions

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

VOTED to accept the Report of the Personnel Actions.

P. Report of Workforce and Community Education Contracts

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

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

Q. New Certificate Program – Project Management

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

VOTED to approve the New Certificate Program for Project Management.

Trustee Hovan asked if this certificate prepared students for national certification. Vice President Greg Sethares said that he would check on this and let the Board know.

R. Old Business - Continued Action Items from Retreat

There was no Old Business to discuss.

S. New Business

There was no New Business to discuss.

T. Adjournment

There being no further business to come before the Board, Chair Marshall declared the meeting adjourned. The time was 5:54 p.m.

Respectfully submitted,



Kathleen Wordell, Recording Secretary

5/1/17

Date Approved

KAW

Initials