

**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.;

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.

- o General Management System
- o 80 Policies (30 GWO related, 19 Organizational and 31 Business Development)
- o Infrastructure and specialized equipment
- o 10-day pre-audit sessions with Maersk Training in January 2023
- o Hired external audit firm to conduct GWO audit in Spring 2023
- o Registration Build out for programs and pricing

Recruiting and Staffing:

- o Director
- o Associate Director
- o Three Basic Safety Training Instructors
- o Two Basic Technical Instructors
- o 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:

- o Participate -- Take the course
- o Observe – Watch the course being taught
- o Co-Deliver – Deliver course with experienced Instructor
- o 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)



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



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-

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.