

**Bristol Community College  
Fall River, Massachusetts**

**Board of Trustees  
Meeting Minutes**

**August 26, 2020**

I. Call to Order

The three hundred and seventy-eighth regular meeting of the Bristol Community College Board of Trustees was held on Wednesday, August 26, 2020. Due to the ongoing COVID- meeting was conducted remotely via ZOOM. The meeting was called to order at 8:36 a.m.

Trustees present: Joan Medeiros, Chair; Frank Baptista; Valentina Videva Dufresne; Keith Hovan; Jeffrey Karam; Lynn Malasi; Diane Silvia; and Steven Torres, Esq., Vice Chair; Alexis Viveiros-Branco.

Trustees absent: Samir Bhattacharyya and Sandra Saunders, Esq., Secretary.

Kathleen Wordell, Recording Secretary, announced that since all members of the Board of Trustees would be participating remotely at this Board meeting, all votes taken would be by Roll Call Vote. She reminded all present that the meeting would be conducted in Open Session with public access and included members of the Leadership Team and others present who may be called upon for additional information. Also in attendance were members of the general public, who would remain silent during the meeting.

Ms. Wordell stated she would take attendance by Roll Call and then hand the meeting over to Chair Joan Medeiros. In attendance at the opening of the meeting were:

Frank Baptista Absent (*arrived later*)  
Samir Bhattacharyya Absent \*  
Valentina Videva Dufresne - Yes  
Keith Hovan - Yes  
Jeffrey Karam - Yes  
Lynn Malasi - Yes  
Sandra Saunders (Secretary) - Absent  
Diane Silvia Yes  
Steven Torres (Vice Chair) Yes  
Alexis Viveiros-Branco (Student Trustee) - Absent (*arrived later*)  
Joan Medeiros (Chair) Yes

\* Trustee Bhattacharyya was marked absent for the meeting, as all members present at the meeting must be clearly audible to each other according to Open Meeting Law.



Mr. Robert Delaleu, Director of Multicultural Affairs - Multicultural Center,  
Center, Veterans Center, Athletics, Office Of Disabilities Services  
Dr. Shanna Howell, Dean of New Bedford Campus - New Bedford Campus,  
Academic Advising, TRIO Programs, Counseling  
Ms. Katherine Dean of Attleboro Campus - Attleboro Campus, Financial  
Aid, Admissions, Registrar, Placement Testing  
Mr. Robert Rezendes, Dean of Taunton Center - Taunton Campus,  
Technology/System Development, Student and Family Engagement

She then introduced Dr. Shirin Edwin, the new Dean of Arts and Humanities.

*(Trustee Alexis Viveiros-Branco joined the meeting at this time.)*

President Douglas introduced the new Student Trustee Alexis Viveiros-Branco.

President Douglas gave an update on Summer 2020:

Bristol distributed \$1,134,896 in federal CARES Act Funding directly to students.  
\$190,000 from private donations were distributed to students for basic needs, such  
as food, housing, transportation and childcare.

Students who were unable to finish their spring classes returned this summer to  
successfully complete their coursework.

President Douglas said that Commencement 2020 was first postponed, then celebrated



Trustee Videva Dufresne asked about contact tracing. President Douglas said that the college is offering on-

**Inclusion**

We commit to fostering a college community that embraces all perspectives and identities and strives for equity and justice in an environment where everyone feels safe and valued.

**Innovation**

We meet the challenges of today and tomorrow

Equity and Student Success

Share responsibility for the success of our students and employees by improving equity-mindedness and ensuring institutional support that closes equity gaps.

Partnerships

Collaborate with educational institutions, alumni, industry and community partners to increase educational attainment and support the talent pipeline to enhance opportunities in the region.

Academic Innovation

Advance an engaging holistic teaching and learning environment resulting in a seamless student experience that prepares

Organizational Excellence Key Objectives

Align the existing culture of the organization with our core values.

Increase digital literacy among students.

Increase efficiency and equity-mindedness through process improvements across the college.

Create a professional development program designed to build employees' competencies to foster growth and meet strategic objectives.

Create a process where organizational resources are appropriately allocated to align strategic priorities while supporting and maximizing alternative sources of funding.

Compliance.

Equity and Student Success Key Objectives

Advance an inclusive college culture grounded in equity-mindedness.

Recruit, retain and develop a diverse community of employees.

Next Steps - Final approval Process and Implementation:

8/28 TPII Submission DHE Bristol to submit revised completed TPII to DHE for full review.

10/5 Final Plan Submitted to Board *Final plan with metrics and actions to be submitted to Board for review.*

10/20 DHE Final Submission Bristol to submit final revised plan to DHE for final approval.

11/1 Implementation Begins *Implementation Begins Based on Board approval.*

Stakeholder Participation:

Total Participation 1816

Workshops 1167

Surveys - 649

*Note: Some participants attended more than one workshop and/or completed more than one survey.*

Chair Medeiros complemented April Lynch and the Strategic Planning Team on the thoroughness of the work done to date. Trustee Videva Dufresne said she was excited to see the plan come together with students in the forefront of all that is done. Trustee Torres said it shows solicited and engaged support. Congratulations on the participation level; they made a real collaboration.

V. Financial Update

V.P. Steve Kenyon gave





V.P. Kenyon reviewed the Directors and Officers (D&O) liability insurance and Employment Practices Liability (EPL) material with the Board to determine if the Board wanted to continue to purchase said insurance. He said the college has had this insurance for 20-25 years and the insurance never paid a claim until recently. In years past, the insurance cost was approximately \$26,000 annually for the \$1 million worth of coverage, with a \$50,000 deductible. The quoted cost for \$1 million worth of coverage is now \$79,000 and the deductible is increasing to \$350,000. The large premium increases are a national situation.

Upon review of the liability insurance with General Counsel Kenneth Tashjy, who has never been a proponent of this insurance, his recommendation was to not purchase the insurance. V.P. Kenyon said that this insurance is no longer serving minimal value especially due to the increased deductible. Many of the other colleges in the state never had insurance and many are now discontinuing coverage.

Trustee Hovan said that he has seen D&O policies across the country increase. There are no big savings and discounts due to COVID. We never want to be without coverage but do we have enough protection, and do we need or want it? Trustee Karam asked if we for many years, AIG and Marsh Associates, has always shopped around for coverage. Trustee Torres suggested V.P. Kenyon contact an independent insurance coverage counsel to make a full assessment and review coverage. He recommended waiting until the next Board meeting to review this. V.P. Kenyon said he will make arrangements for an independent coverage counsel and will bring it back to the Board. In the meantime, he will pay the premium on the insurance for now.

The Liability Insurance item was tabled.

#### VI. Report of Finance/Budget Committee

Trustee Lynn Malasi, Chair of the Finance/Budget Committee, gave her report to the Board for the Committee meeting of June 8, 2020.

The Committee reviewed and approved the Third Quarter Trust Fund report.

There was some discussion about the capital projects on campus and how they were paid

other th







Committee, and to enter a lease for a National Offshore Wind Institute in New Bedford subject to the report above.

A motion was made by Trustee Hovan to accept the report of the Facilities Committee as presented and seconded by Trustee Malasi. Ms. Wordell conducted a Roll Call Vote:

Frank Baptista Yes  
Samir Bhattacharyya Absent  
Valentina Videva Dufresne - Yes  
Keith Hovan - Yes  
Jeffrey Karam - Yes  
Lynn Malasi - Yes  
Sandra Saunders (Secretary) - Absent  
Diane Silvia Yes  
Steven Torres (Vice Chair) Yes  
Alexis Viveiros-Branco (Student Trustee) - Yes  
Joan Medeiros (Chair) Yes

The motion was approved.

IX. Old Business

There was no Old Business to come before the Board.

X. New Business

Chair Medeiros said the five-year terms of two Trustees have expired and the Trustees have chosen not to pursue reappointment to the Board. Trustees Keith Hovan and Sandra Saunders will be leaving the Board and they will be missed terribly. All Trustees present expressed their profound sadness at the news. Chair Medeiros said she was therefore requesting a motion to postpone the Election of Officers to a later date.

A motion was made by Trustee Torres to postpone the Election of Officers to a later date and seconded by Trustee Silvia. Ms. Wordell conducted a Roll Call Vote:

Frank Baptista Yes  
Samir Bhattacharyya Absent  
Valentina Videva Dufresne - Yes  
Keith Hovan - Yes  
Jeffrey Karam - Yes  
Lynn Malasi - Yes  
Sandra Saunders (Secretary) - Absent  
Diane Silvia Yes  
Steven Torres (Vice Chair) Yes  
Alexis Viveiros-Branco (Student Trustee) - Yes  
Joan Medeiros (Chair) Yes

The motion was approved.

XI. Adjournment

There being no further business to come before the Board, Chair Medeiros declared the meeting adjourned. The time was 10:52 a.m.

Respectfully submitted,

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Kathleen Wordell, Recording Secretary

10.5.2020  
Date Approved

KAW  
Initials