

Bristol Community College
Fall River, Massachusetts

Board of Trustees
Meeting Minutes

August 29, 2016

A. Convening

The three hundred and forty-third regular meeting of the Bristol Community College Board of Trustees was held on Monday, August 29, 2016, in Room 152 at the BCC
Tuition Center located at the Silver Line Galleria on 275 Quaker Meeting House Drive, Taunton,
Massachusetts. Chair Joseph Marshall called the meeting to order at 11:01 a.m.

Trustees present: Joseph Marshall, Chair; Dr. Patricia Andrade; Keith Hovan; Samuel
Lema; Joan Medeiros; Cynthia Rose; Anthony Sapienza; Sandra Saunders; Esq. Diane
Silvia, Vice Chair; Steven Torres, Esq.; and Max Volterra, Esq., Secretary.

Trustees absent: None.

B. Information from the Chair

Chair Joseph Marshall welcomed all to the meeting. He said the Board of Trustees held
their Annual Retreat just prior to the meeting; the results will be distributed to the
President and President's Council. Several Board Members have already commented that
a lot was accomplished during that two-hour period.

C. Board of Trustees Executive Session - Litigation

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 will include Adam
LaGrassa, Assistant Attorney General; Dan Cromack, Assistant Attorney General; Gina
Yarbrough, Massachusetts Community College Associate General Counsel; President
John Shrega; Vice President Steve Kenyon; Vice President Tafa Awolaju; and Recording
Secretary Kathleen Wordell. Following this Executive Session, the meeting will resume
into an Open Session.

Trustee Steve Torres made a motion to enter into Executive Session; this was seconded
by Trustee Anthony Sapienza. Chair Marshall then called for a roll-call vote to enter into
Executive Session:

Patricia L. Andrade, M.D. – Yes
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) – Yes
Mr. Joseph A. Marshall, FRC (Chair) '78 – (Votes in event of a tie)

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

After the Executive Session ended, the open meeting reconvened.

D. Consideration of Minutes of Meeting of June 13, 2016

Upon a Motion made by Trustee Rose to accept the Minutes of the June 13, 2016, meeting, as submitted, and seconded by Trustee Andrade, it was

VOTED to accept the Minutes of the June 13, 2016, meeting as submitted.

E. President's Report

President Sbraga said the collective bargaining agreement for the MCCC was finally signed in March and the faculty voted at the end of the Spring Semester to come off Work to Rule, subject to receiving their monetary increase by September 1, 2016. Unfortunately, this will not happen until sometime in October and the faculty may vote to go back to Work to Rule at their next Chapter meeting later this week.

Trustee Torres made a motion that the Board of Trustees submit a letter of support to be sent to the MCCC. This was seconded by Trustee Sapienza, and it was

VOTED unanimously for the Board to submit a letter of support to be sent to the MCCC.

Other Items of Interest

President Sbraga said that the BCC Foundation will hold its annual Gala event on Saturday, October 15, 2016, from 6:00 – 9:00 p.m. in the Commonwealth College Center.

On July 28, President Sbraga attended the Fall River Rotary lunch that was held on the Fall River Campus. Members later took a tour of the Campus.

On June 23, President Sbraga attended a reception for the Prime Minister of Cabo Verde, Dr. Jose Maria Neves, hosted by the Consulate of Portugal in New Bedford.

The Education Talent Search Grant was renewed for five more years at \$1.2 million.

On Sunday, August 28, President Sbrega attended a breakfast for Azimut. President H. F. Vesso, Alvaro Cardaine hosted by Pastor ... (PALCUS), Rádio Voz do Emigrante, and the Committee of the Grandes Festas do Divino Espírito Santo.

On June 29, President Sbrega attended an evening reception hosted by the Consulate of Portugal in New Bedford, a “Toast to America.”

The Inward Bound Ceremony was held on August 2

SER-JOBS HiSET Graduation was held on July 25.

President Sbrega was invited to give a Leadership Address at the Quincy College Board of Governors Retreat and Workshop held on August 12 in Brewster, Massachusetts.

CCSSEE increased on all 2015 Benchmarks and BCC exceeded the Benchmark of 50 of CCSSEE National “Support for Learners”; BCC’s score was 55.

A Freedom of Information Request was received from an organization known as MUCKROCK. The information requested concerns:

1. Graduation Rates.
2. Student Retention
3. Average High School GPA for Admittance.
4. Average SAT Score for Admittance
5. Percentage of Students Transferring Upon Graduation.

Adjunct Professional Day was held on Saturday, August 27.

The branding of “See Something, Say Something” has been adopted by the Communications Office, Campus Police, and the Preparedness Team.

Personal copies of the Emergency Response Guide is available for all employees. It is a flipchart style that outlines steps to take during various types of emergencies

An Internal Accessibility Audit was conducted at BCC to assess “compliance.”

This summer, we have coordinated moves into the new Health and Science Building. There were also 44 other office moves on the Fall River Campus, an annual occurrence.

BCC Foundation President Don Smyth was asked by Attleboro Mayor Kevin Dumas and School Superintendent David ... planning a new Attleboro High School.

August 29, 2016

Southcoast Health celebrated its 20th Anniversary at an event on July 22 at Belle Mer in Newport, Rhode Island.

A new Google site was created by our Career Services Department that posts all job listings in our “Career Source.”

On July 14, President Sbrega attended the NBACC Legislative Luncheon with guest speaker Lieutenant Governor Karvn Polito. Later that day, Lieutenant Governor Polito joined Governor Charlie Baker at the BCC Fall River Campus for the ribbon cutting event for the new John J. Sbrega Health and Science Building.

Joseph Abboud Manufacturing, in cooperation with BCC Corporate Services and UNITEHERE! Union, received a Rapid Response Grant from the DHE for \$74,978 for “New Operator” training and “Effective Line Manager” training.

SMAMC – SEMass Advanced Manufacturing Consortium – BCC was the sole educational institution to offer “Advanced Manufacturing Operator” Training. We received a grant from the Legislature for up to \$107,600 to Mass MEP and SMAMC. The courses offer opportunities for credit math faculty to partner with BCC Corporate Services.

The Communications Office has been focusing upon Retention at BCC with multiple touches:

- Postcards
- Digital Marketing Campaign to Individuals’ Homes
- Social Media
- Video
- Web Materials
- Geofencing

Advisors and the Department of Enrollment Services have also been conducting outreach telephone calls.

The Retention Council continues to look at issues like hunger and homelessness, known collectively as “Third Dimension” student needs. The Retention Council is looking into absorbing the “Hunger Committee.” They will also conduct a phone campaign to determine reasons for students not returning.

On August 5, BCC Fall River hosted Project Homeless Connect.

BCC was chosen to participate in a partnership with Fall River and the Foundation for Enrollment. A Memorandum of Understanding has been signed with 12 schools so far.

Recruitment Super Saturdays (Open Houses) were held on Saturday, August 6 in New Bedford and Attleboro, and on Saturday, August 13 in Taunton and Fall River.

Beth Vezina, Coordinator for Veteran Education Services at BCC, has been involved in the following activities to promote BCC services to veterans on Campus. She recently conducted three surveys in relation to BCC services to Veterans for Military Friendly Schools; Military Advanced Education; and Student Veterans of America. She is also attending meetings with Bridgewater State University's Veteran's Coordinator to facilitate transfers. Ms. Vezina and Kerry Lenage, Career Development Counselor at BCC, have also been on New Bedford Cable Access to promote Veterans Services at BCC.

BCC Fall River hosted a *Pokemon Go* event on Thursday, July 28 which brought 350 visitors to Campus. We received 2,000 hits on social media for the event and 110 registered students within a 24-hour period.

Governor Baker recently signed a bill on Energy Diversity which includes procurement of approximately 1,600 MW of Offshore Wind. A meeting will be held with BCC's Clean Energy Center staff and the Maritime Academy for further collaboration with NREWC and UMass Dartmouth.

The Office of Disability Services (ODS) closing ceremony of this year's "Summer Transition Academy: Meet Your Learning Specialist" was held on Thursday August 25. One of the students, Jim Dugas, a deaf student who is pursuing a degree in Fine Arts at BCC, donated a portrait he painted of a deaf student, *Go to it, Jim!* ODS staff and appreciation for the support he has received from sign language interpreters, C-Print providers, learning specialists, and ODS staff.

BCC Instructor Pam Cole organized the Second International World Coming Together Conference in New Bedford. Highlights of the event included a tour and presentation of distance learning that BCC-New Bedford provided for His Majesty King Vincent Kematou, King of Bazou, and the other Cameroonian delegates on July 13, 2016.

F. Report of the Personnel Committee

Trustee Steve Torres, Chair of the Personnel Committee, gave his report to the Board from the meeting on August 16, 2016. The Committee met and reviewed all materials submitted to them by the President and the Board. The material submitted went above and beyond the state confines, and noted the high level of sustainability that President Sbraga and the College are involved in. Compliance metrics were met and exceeded. The recommendations of the Personnel Committee are to approve the evaluation materials and the merit increase for President Sbraga based on the highest increase allowed.

Upon a Motion made by Trustee Volterra to accept the report and approve the recommendations of the Personnel Committee and seconded by Trustee Medeiros, it was

VOTED unanimously to accept the report and approve the recommendations of the Personnel Committee.

Upon a Motion made by Trustee Volterra to approve the highest merit increase allowed for President Sbrega and seconded by Trustee Saunders, it was

VOTED unanimously to approve the highest merit increase allowed for President Sbrega.

Upon a Motion made by Trustee Rose to approve the President's 2016-17 Goals as submitted and seconded by Trustee Volterra, it was

VOTED unanimously to approve the President's 2016-17 Goals as submitted.

G. Report of Personnel Actions

Upon a Motion made by Trustee Volterra and seconded by Trustee Andrade, it was

VOTED unanimously to accept the Report of the Personnel Actions

H. Report of Workforce and Community Education Contracts

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

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

I. Presidential Search Update

Chair Marshall gave an update to the Board on the Presidential Search. The application deadline is August 30, 2016. The Search Firm, R.H. Perry, will gather the applications and provide them to the Presidential Search Committee (PSC) for review. The PSC will then grade the applications and meet in October to determine the semifinalists. The PSC will interview the semifinalists and select the 3-5 finalists that will come to meet with the Board of Trustees and the Office of Community. After the Board has approved the final candidate, we will notify the Department of Higher Education. We hope to have selected the final candidate by mid-November.

J. Request for Approval of New Academic Concentrations and Certificate

The following new certificate offering and six concentrations were submitted to the Board of Trustees for approval:

1. Sustainability Studies Certificate
2. Liberal Arts – Sustainability Studies Concentration
3. General Studies – Business and Entrepreneurial Studies Concentration
4. General Studies – Educational Studies Concentration

5. General Studies – Humanities and Arts Studies Concentration
6. General Studies – Legal and Social Studies Concentration
7. General Studies – STEM Transfer Studies Concentration

Trustee Sapienza asked whether or not the Board will implement the 3-7 meta-majors. Chair Marshall said that 3-7 meta-majors are used at every Campus but specific degree programs at specific Campuses. The goal is to have as many programs at every single Campus.

President Sbraga said they are compiling a list of courses at each Campus that they hope to have published soon.

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

VOTED to approve the New Academic Concentrations and Certificate.

K. Report of the Facilities Committee – Executive Session

Chair Marshall requested that the Board of Trustees meet in Executive Session to discuss and consider the purchase, exchange, lease or value of real property, since an open meeting may have a detrimental effect on the negotiating position of the College. Besides Chair Marshall and the members of the Board of Trustees, this Executive Session will include President John J. Sbraga, Vice President Steve Kenyon, Vice President Greg Sethares, Vice President Joyce Brennan, and Recording Secretary Kathleen Wordell. Following this Executive Session, the meeting will resume into an Open Session.

Trustee Anthony Sapienza made a motion to enter into Executive Session; this was seconded by Trustee Max Volterra. Chair Marshall then called for a roll call vote to enter into Executive Session:

- Patricia L. Andrade, M.D. – Yes
- 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) – Yes
- Mr. Joseph A. Marshall, FRC (Chair) '78 – (Votes in event of a tie)

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

After the Executive Session ended, the open meeting reconvened.

L. Report of the Student Trustee

Student Trustee Samuel Lema gave his report to the Board.

Trustee Lema has been involved with summer classes. Also, the Alliances for Minority Participation (LSAMP) program internship presentations will be held today in C110 at 3 p.m.

The majority of activities has been spent preparing for Kick Off to College (which is run by Academic Affairs now) as well as for the opening of J Building (the new Health and Science Building).

There was a large move into I Building this summer leaving some departments and student organizations requesting to move or to expand spaces in other buildings. For example, the Multicultural Center wants to expand; some individuals also want to create a Women's Center.

Trustee Lema worked with the Communications Office on a number of projects such as an orientation video for incoming freshmen which may be held during the Kick Off to College Event; a radio commercial; and brief articles on student leadership and involvement.

Trustee Lema is working with the director of HOPE on The Horizon to organize and plan the HOPE on the Horizon Walk/Run on September 25 at BCC. All proceeds will go to the American Partnerships for Eosinophilic Disorders (APERD) for research and support of victims.

BCC Campus Police Day will be on September 25 as well.

Trustee Lema participated in the BCC Food Pantry this month; the next event will be held on September 9 under the solar carport.

BCC has a table at the upcoming Fall River Rotary Club Mini Maker Fair. The STEM Club will be attending and displaying what BCC has to offer for STEM students.

Trustee Lema is involved in the planning of the Cardboard Boat Race for the fall.

Trustee Lema's goals for the 2016-17 academic year are to create:

- Streamlined communications system between student organizations and the Student Senate so that we can be transparent about students' concerns.
- Universal Calendar to which anyone could post events channeled through the Student Senate or IT. It could be color-coded to distinguish the type of events and possibly integrated with eLearning or accessBCC. The purpose is to increase awareness of events to both faculty and students.

- Student run TV show – they plan to start small with just YouTube. Trustee Lema is working with the Observer, the BCC Radio Show, and the Communications Office on this project. This could possibly develop into a ~~own TV Channel 95 on Comcast~~ and could dramatically increase student involvement.
- Other large events for students other than Kick Off to College

Trustee Lema said that he will bring a feasibility analysis to the next Board meeting on the progress and likelihood of these projects.

M. Old Business

There was no old business to discuss.

N. New Business

Trustee Volterra reminded the Board of Trustees of the upcoming MANHATTAN SHORT Film Festival that will be taking place at the BCC Attleboro Campus on 11 Field Road on the following dates:

Friday, September 23, 2016

- o 5:30 – 6:00 p.m. Light refreshments; 6:00 – 8:00 p.m. Screening of films.

Saturday, September 24, 2016

- o 5:30 -6:00 p.m. Light refreshments; 6:00-8:00 p.m. Screening of films.

The event will also take place at the New Bedford Whaling Museum on 19 Johnny Cake Hill in New Bedford on **Wednesday, September 28, 2016:**

- o 5:30 – 6:00 p.m. Light refreshments; 6:00 – 8:00 p.m. Screening of films.

Tickets are \$10.00 per person.

Trustee Rose suggested that a letter of appreciation be sent from the Board of Trustees to former Trustee Dr. Ronald Schwartz for his years of service. All agreed.

Adjournment

There being no further business to come before the Board, Chair Marshall declared the meeting adjourned. The time was 1:31 p.m.

Respectfully submitted,



MAX VOLTERRA, ESQ., Secretary

9/1
10/1/16
Date Approved

Initials