

Meeting Minutes

June 11, 2018

A. Convening

The three hundred and sixtieth regular meeting of the Bristol Community College Board

Trustees present: Joan Medeiros, Chair; Samir Bhattacharvya; Keith Hovan; Lynn Malasi; Kulia Pasternak; Anthony Samianza; and Steven Tasso, Esq., Vice Chair

Trustees absent: Frank Baptista; Sandra Saunders, Esq., Secretary; and Diane Silvia

B. Call to Order – Open Session

Chair Joan Medeiros announced that in attendance were two non-voting members of the Bristol Community College Board, who were present for informational purposes only and would not have voting rights at the meeting.

graduate of Taunton High School. She is an Engineering Science Transfer

student with a concentration in Electro-Mechanical Engineering. She is currently

Board of Trustees, replacing Patricia Andrade. After taking her oath of office

Engineering Council Diversity and Inclusion Committee and headed the development of a technical coaching program for underrepresented engineers

C. Executive Session – Litigation – MA CC Counsel

Chair Medeiros requested that the Board of Trustees Meeting minutes be reviewed

June 11, 2018

members of the Board of Trustees, this Executive Session included General Counsel
Joyce Brennan, Executive Director Cheryl McComb, Recording Secretary
as well as Valentine Dufresne and Sara Hincapie, two newly appointed/elected Board of
Trustees Members who attended this session for informational purposes only and did not
resume into an Open Session.

Trustee Pastorek

Sahni Bhattacharyya, Ph.D. - Yes

Mr. Keith A. Giovanne - Yes

Ms. Lynn A. Mafasi '92 - Yes

Ms. Kylie Pasternak (Student Trustee) - Yes

Mr. Anthony R. Sapienza - Absent for this vote

Sandra G. Saunders, Esq. - Absent

Ms. Diane L. Silvia (Alumni Trustee/Vice Chair) '86 - Absent

Steven A. Tomas, Esq. - Yes

Ms. Joan M. Medeiros (Chair) - Yes

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

After the Executive Session ended, the Open Meeting reconvened.

D. Consideration of Minutes of the Meeting of May 14, 2018

Trustee Pastorek moved to accept the Minutes of the Meeting of May 14, 2018 as submitted and seconded by Trustee Pasternak.

E. Chair's Report

Chair Medeiros had a very successful Inauguration for President Douglas on May 14th. The ceremony was wonderful and very well organized.

F. President's Report

President Douglas agreed that it was a spectacular Inauguration

summer is up 11%; enrollment is down for fall (-8%).

1. BCC Significant Transfer Numbers

In 2017, 1,125 students transferred as reported by the Enrollment Search Service. The University of Massachusetts Dartmouth (UMD) and Bridgewater State University

(UMS) and 257 students (23%) transferred to BSC. The average number of credits

(78%) graduated from BCC before transferring.

2. Credentials Awarded

A total of 1,680 degrees (1,157) and certificates (523) were awarded at BCC's 51st Commencement ceremony held on June 2, 2018. During the 2017-18 academic year, 146 students received their HiSET high school equivalency certificates. Sixty-nine students participated in the HiSET graduation ceremony held on June 4, 2018.

3. Retention

Since 1995, Bristol's retention rate has met or exceeded the Massachusetts community college average retention rate. Currently, Bristol's retention rate for Fall 2017 is 50.4% and the Massachusetts community college average retention rate is 50.0%.

The President concluded her report.

Finance Chair of the Finance and Audit Committee gave a report to the Board of the Committee meeting on May 14, 2018.

The Committee approved the FY18 write off of bad debts, which was consistent with the prior years. The write-off represents less than 1% of revenue, which is considered very

proposed operating budget. The budget reflects the \$5 fee increase that was approved at

depreciation is for assets that were funded by state appropriations or bond funds that are not repaid by the college.

This is the first time the total operating budget has decreased from one year to the next. The budget includes a clear account for cost savings. A great deal of time was spent discussing the assumptions that were used to build the budget. The budget assumes a 5% decrease in enrollment. We have included a \$600,000 unrealized gain on investments which is about a 5% return.

Based on the Senate number coming in the same as the House, we expect our budget for the state appropriation to be accurate. We included a capital budget amount of \$1.8 million, which assumes 75% of the projects will be capitalized.

This budget does not reflect accrual entries for our pension liability and other post-

but will impact both the balance sheet and income statement.

The Audit and Finance Committee approved up to \$500,000 to be spent on IT infrastructure and equipment improvements in the proposed budget. This is included in the proposed budget.

Upon a Motion made by Trustee Hoyan and seconded by Trustee Sanienza, it was

VOTED to accept the Report of the Finance and Audit Committee and approve the FY19 Budget.

H. Report of the AD HOC Committee

Trustee Steven Torres, Chair of the AD HOC Committee, gave a report to the Board on the Committee meeting of May 14, 2018

Trustee Torres's report was read by Trustee Gill. Madeline was the person who covered the meeting with her

AD HOC Committee Chair Torres reviewed the process they will use to review the Bylaws. The Committee will review model bylaws from several other Massachusetts Community Colleges as well as a template provide by General Counsel to use for review and commenting. The Committee members will also be given an electronic copy of our Bylaws for their mark-ups and comments.

At the next meeting, the Committee will place our Delays on the agenda to address

Trustee Torres said he expects the process to be completed within two more meetings and

to allow the Board to discuss the Delays at the Board of Trustees Meeting

Trustee Torres concluded his report.

I. Report of the Alumni Trustee

Alumni Trustee Diane Silvia was not in attendance.

J. Report of the Foundation Relations Committee

Trustee Diane Silvia was not in attendance. Chair Joan Medeiros said there had not been a Foundation meeting recently, so therefore nothing to report.

K. Report of the Student Trustee

Student Trustee Kyria Dosternak distributed her written report to the Board. She then

- 5/1: Cold War Era Panel.
- 5/2: Commonwealth Honors Program Research Showcase; Student Voices Panel.
- 5/3: 2018 Student-Athlete Banquet; Coffee Hour with President Douglas; Scoop-By-Scoop Ice Cream Event at Fall River Campus.
- 5/5: CATCH Institute Recognition Dinner.
- 5/8: Nursing Program Service Learning Project Showcase: *Proud to be Me at*
- 5/9: May Farmer's Market
- 5/11: 2018 Recognition and Retirees Breakfast; Black Student Union Spring Fling; Joseph A. Marshall Veteran's Center Dedication.
- 5/14: BCC Women's Soccer Intent to Compete Signing

Signing Ceremony; South Coast Health RN Hiring Event for BCC Nursing

Program Graduates; Student Voices Panel

5/24: BCC Student Awards Night

- 5/31: President's Inauguration Ceremony.
- 6/2: Commencement

She also noted the comparative end of year summary of distributions from the Office of Student Life for Grab & Go Pantry, Monthly Bus Passes and Ride Bus Passes as well as the number of views for Pizza & Politics.

Trustee Pasternak concluded her report.

L. Financial Update

Vice President Steve Kenyon gave the following updates:

- Summer enrollment is at 10% increase – a \$1.5 million surplus.
- We need to watch the enrollment numbers for fall.
- We should hear about the appropriations soon.

M. Report of Personnel Actions

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

VOTED to accept the Report of the Personnel Actions.

N. Report of Workforce and Community Education Contracts

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

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

O. Old Business - Continued Action Items from Regular Review, President's Goals

Trustee Sapienza reported that President Douglas said they have done a great job with the first goal; there have been gains for the underrepresented student area but losses concerning Cape Verdean and Portuguese students. They have identified a few goals as on target.

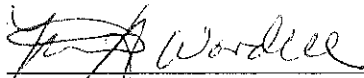
P. Report of the Facilities Committee

The Facilities Committee gave his report to the Board on the Facilities Committee meeting of June 4, 2018. The Committee discussed the possible acquisition of property in New Bedford. The end result was that the property is not available for purchase at this time but may be available in the future. The Facilities Committee was supportive of the idea of possibly considering purchasing the property if it becomes available in the future. The Committee will continue to discuss the possibility of purchasing property in New Bedford and make the Board aware of any medium-range ideas.

Trustee Sapienza ended his report.

Q. New Business

Respectfully submitted,


Kathleen Wordell, Recording Secretary

8/22/18
Date Approved

KAW
Initials



BRISTOL COMMUNITY COLLEGE

TO: Board of Trustees

FROM: Kylie Pasternak
Student Trustee

DATE: June 11, 2018

RE: Report of the Student Trustee

The following Report of the Student Trustee is a compilation of the events, resources, and activities of the Bristol Community College.

College.

Enclosed:

Events by Date

Event Glossary A-Z

Miscellaneous News

Comparative End-of-Year Summary

GENERAL NOTATIONS

Bold Indicates an event of special importance

(*) All Campuses

(+) Facebook Live Event

(A) Attleboro Campus

(D) Davol Street Campus

(F) Fall River Campus

(NB) New Bedford Campus

(T) Taunton Campus

Quotation Marks indicate the title of a lecture

BRISTOL COMMUNITY COLLEGE
Fall River, MA

BOARD OF TRUSTEES

JUNE 11, 2018

EVENTS BY DATE

Student Voices Panel (F)

Sustainable Agriculture Program & Seeds of Sustainability Club Plant Sale (F)

CATCH UP to Recognition Dinner (+)

5/8 Nursing Program Service Learning Project Showcase (F)

Proud to be Me at BCC - H.F.P.O. Club, UGRTOIA+ Pride Event (F)

5/10 Scoop by Scoop Ice Cream Event (T)

Mobile Food Market (F)

5/11 2018 Recognition & Retirees Breakfast (F)

Black Student Union Spring Fling (F)

5/12 Joseph A. Marshall Veteran's Center Dedication (F)

5/14 BCC Women's Soccer Intent to Compete Signing (F)

5/18 ESL Program Graduation (F)

5/21 Nursing Program Pinning (+)

5/22 Annual Experiential Education Recognition Breakfast (F)

Dental Hygiene Pinning Ceremony (F)

Grand Grand Health DN Hiring Event for BCC Nursing Program Graduates (F)

STUDENT VOICES Panel (F)

5/24 BCC Student Awards Night (+)

5/20 Presidential Inauguration Ceremony (+)

6/2 Commencement (+)

BRISTOL COMMUNITY COLLEGE

Fall River, MA

BOARD OF TRUSTEES
REPORT OF THE STUDENT TRUSTEE

MAY 11 2018

EVENT GLOSSARY (A-Z)

2016 school year were recognized at a banquet dinner for \$15 per attendee.

2016 D... small breakfast... dinner

... staff... and staff... were

... FOR OUTSTANDING SERVICE. THE STAFF MEMBERS WHO HAVE RECEIVED SERVICE

... Grandfather and Virginia Winstanley, along with this year's retirees were recognized for their

celebrated our community partners and the students who participated in experiential learning

BCC Student Awards Night - Every year Bristol Community College honors graduating

... or Freshman Live receiving 10k views as of the date of this report

John Sousa's 2018 women's soccer roster. Go Rayhawk!

\$5 for BCC students and \$8 for general admission.

CATCH Institute Reception Dinner - On May 5 the Catchment Area Tourism Center &

Cold War Era Panel: As part of the Spring 2018 Course “History 260 – Cold War Era: Spies and Lies.” Professor Nan Lossing organized a discussion panel of Cold War veterans and others dedicated in or have strong memories of a particular aspect of the Cold War (e.g., Cuban Missile Crisis, Vietnam War, etc.). Each panelist shared stories from his or her Cold War Era experience followed by a question and answer period. The event was free and open to the public.

Commencement: On Saturday, June 2, 2018, Bristol Community College celebrated its 51st Commencement ceremony. As one of the largest community college graduating classes in Massachusetts, BCC will be conferring 1,690 degrees and certificates including degrees in associate in science, associate in arts, and associate in applied science. Valedictorian Rosa Branquinho addressed her peers, salutatorian Scott Lyndon was acknowledged, and special recognitions were made including Honorary Degree, Professor Emeritus, and Distinguished Citizen. Dr. Kevin Pawgiani, Professor of Biology, was nominated by students to give what is called the “East Lecture” at the ceremony. The event was streamed on Facebook Live and received 4.4k views. The day was sunny and successful – congratulations to all the graduates!

Commonwealth Honors Program Research Showcase: On May 2, graduating CHP scholars presented the findings of their Culminating Honors Project, the last requirement to satisfy the program. The event was held in the Commonwealth College Center and provided an opportunity to celebrate the work of these exceptional students.

Dental Hygiene Pinning Ceremony: On Tuesday, May 22, graduates of BCC’s Dental Hygiene program were honored at the Dental Hygiene Class of 2018 Pinning Ceremony in the Commonwealth College Center Health and Science Building. The BCC Fall Pinning Ceremony was streamed on Facebook Live and has received 2k views as of the date of this report.

ESL Program Graduation: On Friday, May 18, over 60 students graduated from the ESL Program at BCC. BCC ESL courses prepare students for intensive English instruction to help continue their college education, prepare them for the workforce and build a strong foundation in the language.

Thomas A. Marschan Veterans Center Dedication: Bristol Community College dedicated the new Thomas A. Marschan Veterans Center. Formerly the college’s Office of Veterans’ Affairs was located upstairs in the Commonwealth College Center, now it’s in an open and brighter space in the Thomas A. Rodgers Jr. Science Building, next door. Massachusetts Secretary of Veterans’ Services Francisco Serra greeted the crowd in attendance, and student trustee Britani Houghtaling addressed her peers before a speech by the center’s namesake.

Nutrition & Education Program were present to share healthy recipes and resources. The Fall River Community Development Agency administered a Housing Survey to address student homelessness, and Citizens for Citizens was available to provide information for students that might be eligible to take advantage of their services.

Mobile Food Market – BCC Office of Student Life, in partnership with the Greater Boston Food Bank, provided a variety of fresh fruits, vegetables and dairy items to BCC students, faculty/staff, and community members, at no cost to them. In May, 214 people participated.

Nursing Program Pinning – On Monday, May 21, graduates of BCC's Nursing program were honored at the Nursing Classroom Pinning Ceremony in the Arts Center Auditorium on the BCC Fall River campus. The pinning was streamed on Facebook Live and has received 4.4k views as of the date of this report.

Nursing Program Service Learning Project Showcase – On May 2, graduating nursing students presented the findings of their service learning projects, the last requirement to satisfy graduation. Topics included health fairs, food bank food analysis, hand hygiene, and more.

Presidential Inauguration Ceremony – Bristol Community College hosted an Inauguration Ceremony on May 21, 2018, officially welcoming the college's fourth president, Jane Douglas, Ph.D., to the BCC Fall River campus to an audience of over 400 BCC faculty, staff, students, community members, family, and friends. Bristol Community College's Board of Trustees unanimously selected Douglas in December 2017.

Massachusetts Secretary of Education James A. Peyser administered the Oath of Office and President Douglas's husband, Greg S. Johnson, and parents, John C. and Priscilla D. Douglas, then presented her with the presidential medallion. Student Trustee Kylie Pasternak '18 served as emcee and the student senate president Paul K. Vermeire '18 gave the student address. A cultural interlude featured a Cambodian Blessing Dance performed by Kanika Menhara and Arongar Jitong.

In her inaugural address, President Douglas underscored the importance of creating a welcoming culture in Bristol County. During the ceremony, Thomas D. Murray, president of the Bristol Community College Foundation, announced that on behalf of the Board of Trustees, the staff of the Bristol Community College Foundation, the day would be commemorated with the President's Merit Scholars. The President's Merit Scholars will be entitled to a two-year scholarship at Bristol Community College.

~~Report of Student Trustee – The annual event was held at the Taunton~~
Campus with the President's Office scooping sundaes for students.

~~Report of Student Trustee – The annual event was held at the Taunton~~
S. O. S. Club Health & Well-Being Event for BCC Nursing Program Graduates – BCC recently hosted the first annual RN Hiring Event for BCC's graduating nursing students. Remaining managers from the three hospitals (Charlton, St. Luke's and Tobey) nursing leadership, including the Acting Chief Nursing Officer, the Director of Professional Development, and the Director of Perioperative Services and Human Resources staff members were on hand to conduct the job interviews in the John J. Shago building. Career Services helped to coordinate the hiring event where students were able to interview for various types of nursing positions.

~~Report of Student Trustee – The annual event was held at the Taunton~~
Sustainable Agriculture Program & Seeds of Sustainability Club Plant Sale – The annual event encouraged students to grow their own food and enjoy the beauty of their own garden. Plants included veggies (tomatoes, peppers, broccolli, cauliflower, eggplant, kale, lettuce & mixed greens, and more), herbs (basil, parsley, thyme, sage, comfrey, etc.), many great flowers (impatiens, bacopa, begonias, marigolds, cleome, petunias, etc.), plus houseplants. Also available were bags of New Bedford made Organic Gem fish fertilizer. Over 200 plants were sold at the S.O.S. Club fundraiser outside the Commonwealth College Center.

~~Report of Student Trustee – The annual event was held at the Taunton~~
BCC, it is necessary to facilitate dialogues that aim at increasing awareness—and appreciation

~~Report of Student Trustee – The annual event was held at the Taunton~~
BCC framework for intersubjective dialogue across social differences. The Student Voices project is student-centered; the initiative engages students in efforts to foster an inclusive learning environment for all students.

BRISTOL COMMUNITY COLLEGE

Fall 2018, 2019

BOARD OF TRUSTEES
REPORT OF THE STUDENT TRUSTEE
JUNE 11, 2018

MISCELLANEOUS NEWS

Distributions from the Office of Student Life

Grab and Go Food Pantry Packages * – 241

Monthly bus passes – 5

10-ride bus passes – 24

*The pre-packaged bags contain a bottle of water, oatmeal, a granola bar, and an entrée.

Policy Updates

No policy updates (directly impacting students) to report.

Student Senate News

Although the Senate will not be meeting until the summer, they will be reviewing the Draft Handbook for the Fall semester and other housekeeping.

Other

- The Office of Student Life recently installed a resource wall in the Commonwealth Center for students that may have difficulty finding resources that they are able to provide for themselves.
- Over the summer, the Office of Student Life will be updating the student handbook, developing the calendar of events for the Fall Semester, and cleaning out lockers.
- Edmund T. Cabellon, Ed.D. of Brockton, MA has been appointed Vice President for Student Services and Enrollment Management. Mr. Cabellon comes to BCC after working at Bridgewater State University for the past 12 years most recently as Director of Administration, Student Affairs, and Enrollment Management. His experience in higher education is evident, having spent over 20 years working in the field.

BRISTOL COMMUNITY COLLEGE

Fall River, MA

BOARD OF TRUSTEES
 REPORT OF THE STUDENT TRUSTEE
 JUNE 11, 2018

COMPARATIVE END-OF-YEAR SUMMARY

Distributions from the Office of Student Life

Month	2017	2018	2019
October	447	15	31
November	528	0	0
December	351	5	0
Winter Break			
January	114	11	6
February	363	9	21
March	368	8	31
April	308	8	27
May	241	5	24

Pizza & Politics (Facebook Live Events)

Month	Topic(s) of Discussion	Views*
October		264
November	Cyber Intelligence	585
December/January	Legalization of Marijuana	1,427
February	The Call for Racial Healing	1000
March	Campus Preparedness	860
April	Social Media – The Naked Truth	969
May	Freedom of Speech	251

*The views listed here are the same numbers that were originally reported in respective monthly reports of the Student Trustee.