

**Bristol Community College
Fall River, Massachusetts**

**Board of Trustees
Meeting Minutes**

June 7, 2021

I. Call to Order

The three hundred and eighty-sixth regular meeting of the Bristol Community College Board of Trustees was held on Monday, June 7, 2021. Due to the ongoing COVID-19 crisis and Governor Charles Baker's order allowing remote participation, this meeting was conducted remotely via ZOOM. The meeting was called to order at 4:04 p.m.

Trustees present: Joan Medeiros, Chair; Frank Baptista; Samir Bhattacharyya; Renee Clark; Valentina Videva Dufresne; Pamela Gauvin, Esq.; Jeffrey Karam; Lynn Motta; Diane Silvia.

Trustees absent: Steven Torres, Esq., Vice Chair; and Alexis Viveiros-Branco.

Kathleen Wordell, Recording Secretary, announced that since all members of the Board of Trustees would be participating remotely at the 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 President's 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 beginning of the meeting were:

Frank Baptista – Yes
Samir Bhattacharyya – Yes
Renee Clark - Yes
Valentina Videva Dufresne - Yes
Pamela Gauvin - Yes
Jeffrey Karam - Yes
Lynn Motta - Yes
Diane Silvia – Yes
Steven Torres (Vice Chair) – Absent
Alexis Viveiros-Branco (Student Trustee) – Absent
Joan Medeiros (Chair) – Yes

II. Chair's Remarks

Chair Medeiros welcomed all to the meeting. She said that on Friday night past she had attended the Argosy Collegiate Charter School inaugural high school graduation. Thirty-five students graduated and 32 of the 35 are going on to attend higher education and 3 are going into the military. Over half of the graduates earned 40 or more college credits through Bristol's dual enrollment program. Thirteen of the 35 will be continuing on at Bristol. This is a perfect example of what we are here for; we have a lot to be proud of.

(Trustee Renee Clark left at this time.)

Chair Medeiros expressed her gratitude to Trustee Alexis Viveiros-Branco, for serving as Bristol's Student Trustee for the past year. Unfortunately, Trustee Viveiros-Branco was not able to attend today's meeting.

Chair Medeiros introduced the newly elected Student Trustee for the 2021-2022 academic year, Bruno Moreno. She and President Douglas had the pleasure of meeting with Mr. Moreno via Zoom recently. Mr. Moreno gave a brief update to the Board about himself and said he was looking forward to working with all the Board members this upcoming year.

(Trustee Renee Clark joined the meeting at this time.)

III. Consideration of Consent Agenda Items

Chair Medeiros asked if any consent agenda items needed to be moved to the regular agenda. There were no items to move. She then read the Consent Agenda Items listed and asked for a motion to approve said items.

- Consideration of Minutes of Board of Trustees Meeting for May 3, 2021
- Report of Personnel Actions June 2021
- Report of Workforce Contracts June 2021

A motion was made by Trustee Motta to approve the consent agenda items and seconded by Trustee Karam. Ms. Wordell conducted a Roll Call Vote:

Frank Baptista – Yes
Samir Bhattacharyya – Yes
Renee Clark - Yes
Valentina Videva Dufresne - Yes
Pamela Gauvin - Yes
Jeffrey Karam - Yes
Lynn Motta - Yes
Diane Silvia – Yes
Steven Torres (Vice Chair) – Absent
Alexis Viveiros-Branco (Student Trustee) – Absent

Joan Medeiros (Chair) – Yes

The motion was approved.

IV. President’s Report

President Douglas said Bristol’s second virtual commencement was held on Saturday, May 22, 2021. The Valedictorian’s speech was one of the best she has heard. Ms. Katherine Haley, Bristol’s Valedictorian, is a finalist for Glamour Magazine’s 2021 College Women of the Year.

COVID-19 Update

President Douglas gave a COVID-19 update to the Board that included the following:

- The Fall River Campus continues as a “Stop the Spread” COVID-19 testing center.
- The regional vaccination center located at Bristol’s Fall River Campus will end on June 17, 2021
- Bristol is one of four Massachusetts community colleges to partner with a retail pharmacy for a special community college/White House vaccination clinic. The date is not yet decided.
- The college has launched its app for daily attestation, contact tracing, vaccine tracking and messaging.

Trustee Talking Points

Premium Schools Best Online Massachusetts Community College - Vice President for Marketing and Communications Joyce Brennan said that Premium Schools has ranked Bristol as the best online community college in Massachusetts on its 2021 list. Premium Schools highlighted Bristol’s programs and services.

2021 29 Who Shine Recipient Magielette Hudson - Vice President Brennan said each year one student from each of the 29 Massachusetts colleges and universities are the recipients of the Department of Higher Education’s *29 Who Shine Award*. This year, Magielette Hudson was named Bristol’s *29 Who Shine* recipient. Ms. Hudson graduated this May and is a tireless volunteer, President of the Phi Theta Kappa Honor Society, Vice President of the Commonwealth Honors Program Club and Academic Chair of Bristol’s Student Senate.

Cyber Security Program at Bristol - President Douglas said cyber security is one of the fastest growing industries and Bristol offers a certificate program in cyber security. Bristol was given a TRAIN grant that will be ending this June that helped fund the 22-credit program. The Massachusetts Department of Higher Education asked Bristol to apply for additional funding for the program.

President’s Approved Key Goals 2020-2021

President Douglas gave an update to the Board on her Approved Key Goals for 2020-2021.

Strategy #1: Academic Innovation

Pathways from Credit to NonCredit: *Completed.*

- Two pathways, one in English as a Second Language and the other GED/HiSET, offered this summer.

High Impact Practices (HIPs): *Completed*

- Students are enrolling in Fall 2021 HIPs programming.

Strategy #2: Equity and Student Success

College Equity Statement:

- Statement presented in May.

Strategy #3: Organizational Excellence

Employee Recognition Program: *Completed.*

- Created an employee recognition program that highlights exceptional demonstrations of the institutional values.

Increase digital literacy among all Bristol students:

- Standard list of student computer needs has been developed and will be shared in New Student Orientation.

Strategy #4: Partnerships

Increase the number of students enrolling at Bristol through non-traditional pathways: *Completed.*

- Students enrolled in new English as a Second Language and GED/HiSET pathways.

Conduct an audit to identify and compile information on all institutional partnerships with industry and community organizations: *Completed and ongoing.*

- Repository created of industry and community partners.
- New employer partners:
- Jordan's Furniture
- Abbott Action
- Matouk
- Blount Fine Foods
- Packaging Technology Group
- Raw Seafoods

President Douglas concluded her report.

V. Financial Update

Vice President Steve Kenyon gave a Financial Update to the Board.

V.P. Kenyon said the projected surplus for FY21 is approximately \$12 million. There was a gain from operations of approximately \$5.7 million, which is a direct result of CARES funding. The investment portfolio with Fidelity is doing very well. Unrealized gain is \$2.9 million over budget. Colleges are eliminating students' accounts receivable

balances. Bristol will eliminate \$1.5 million in student debts through federal funding. This will allow students to return who have stopped out.

VI. Report of the Nominating Committee

Trustee Frank Baptista, Chair of the Nominating and Governance Committee, gave his report to the Board of the Committee meeting of May 3, 2021. As required in the Board of Trustees Bylaws, copies of the Committee minutes of May 3 were provided to the full Board in their meeting material.

Committee Chair Baptista said the Nominating and Governance Committee met remotely on May 3, 2021, via Zoom. After review of the nominations and some discussion, it was voted unanimously by the Committee to choose Trustee Steven Torres as Vice Chair and Trustee Valentina Videva Dufresne as Secretary. Both accepted the nominations. It is now being brought before the full Board of Trustees for approval. Committee Chair Baptista requested separate votes for each nomination.

A motion was made by Trustee Motta to approve the nomination of Trustee Steven Torres as Vice Chair of the Board of Trustees and seconded by Trustee Silvia. Ms. Wordell conducted a Roll Call Vote:

Frank Baptista – Yes
Samir Bhattacharyya – Yes
Renee Clark - Yes
Valentina Videva Dufresne - Yes
Pamela Gauvin - Yes
Jeffrey Karam - Yes
Lynn Motta - Yes
Diane Silvia – Yes
Steven Torres (Vice Chair) – Absent
Alexis Viveiros-Branco (Student Trustee) – Absent
Joan Medeiros (Chair) – Yes

The motion was approved.

A motion was made by Trustee Motta to approve the nomination of Trustee Valentina Videva Dufresne as Secretary of the Board of Trustees and seconded by Trustee Gauvin. Ms. Wordell conducted a Roll Call Vote:

Frank Baptista – Yes
Samir Bhattacharyya – Yes
Renee Clark - Yes
Valentina Videva Dufresne - Yes
Pamela Gauvin - Yes
Jeffrey Karam - Yes
Lynn Motta - Yes

Diane Silvia – Yes
Steven Torres (Vice Chair) – Absent
Alexis Viveiros-Branco (Student Trustee) – Absent
Joan Medeiros (Chair) – Yes

The motion was approved.

The Board congratulated Trustee Videva Dufresne on her election as Secretary to the Board. Trustee Torres would serve the Board well in his third term as Vice Chair. Chair Medeiros thanked Trustee Baptista for an excellent job serving as the Chair of the Committee. Trustee Baptista thanked the members of the Committee for their service in this important endeavor.

VII. Report of the Student Trustee

There was no Student Trustee report since Trustee Viveiros-Branco was absent for the meeting.

VIII. Old Business

There was no Old Business to come before the Board.

IX. New Business

Vice President Kenyon reviewed the State Ethics Policy with the Board. A copy of the policy had been provided to the Board in their meeting material. There were no questions.

A motion was made by Trustee Clark to approve the State Ethics Policy and seconded by Trustee Motta. Ms. Wordell conducted a Roll Call Vote:

Frank Baptista – Yes
Samir Bhattacharyya – Yes
Renee Clark - Yes
Valentina Videva Dufresne - Yes
Pamela Gauvin - Yes
Jeffrey Karam - Yes
Lynn Motta - Yes
Diane Silvia – Yes
Steven Torres (Vice Chair) – Absent
Alexis Viveiros-Branco (Student Trustee) – Absent
Joan Medeiros (Chair) – Yes

The motion was approved.

Chair Medeiros reminded the Board that the next meeting would take place during the Board of Trustees Retreat on Wednesday, August 25, 2021. Ms. Wordell would send out

a survey the next day to the Board asking them if they would prefer to meet in-person or remotely via Zoom.

X. Adjournment

There being no further business to come before the Board, Chair Medeiros declared the meeting adjourned. The time was 4:41 p.m.

Respectfully submitted,

Kathleen Wordell

Kathleen Wordell, Recording Secretary

8/25/21_____
Date Approved

KAW_____
Initials