

Bristol Community College
Fall River, Massachusetts

Board of Trustees
Meeting Minutes

November 5, 2018

A. Call to Order

The three hundred and sixty-third regular meeting of the Bristol Community College Board of Trustees was held on Monday, November 5, 2018, in the Ryckebusch Faculty Staff Lounge in the Commonwealth College Center Building on our Fall River Campus at 777 Elsbree Street. Chair Joan Medeiros called the meeting to order at 4:14 p.m.

Trustees present: Joan Medeiros, Chair; Frank Baptista; Samir Bhattacharyya; Valentina Videva Dufresne; Sara Hincapie; Keith Hovan; Anthony Sapienza; Sandra Saunders, Esq., Secretary; Diane Silvia; and Steven Torres, Esq., Vice Chair, participated remotely.

Trustees absent: Lynn Malasi.

B. Chair's Remarks

Chair Medeiros welcomed all to the meeting. She stated that Trustee Steven Torres would be participating remotely so all votes taken would be by roll call vote.

C. Consideration of Consent Agenda Items

- Consideration of Minutes of September 18, 2018.
- Consideration of Minutes of October 1, 2018.
- Report of the Ad Hoc Committee.
- Report of Personnel Actions.
- Report of Workforce and Community Education Contracts.

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.

Trustee Sapienza made a motion to accept the Consent Agenda Items; this was seconded by Trustee Baptista. Chair Medeiros then called for a roll call vote:

Mr. Frank P. Baptista – Yes
Samir Bhattacharyya, Ph.D. – Yes
Ms. Valentina Videva Dufresne – Yes
Ms. Sara Hincapie - Yes
Mr. Keith A. Hovan - Yes

Ms. Lynn A. Malasi '92 - Absent
Mr. Anthony R. Sapienza - Yes
Sandra G. Saunders, Esq. - Yes
Ms. Diane L. Silvia - Yes
Steven A. Torres, Esq. – Yes
Ms. Joan M. Medeiros (Chair) - Yes

The motion to accept the Consent Agenda Items was approved.

D. Procurement Guidelines

Vice President Steve Kenyon said during the Finance and Audit Committee Meeting on October 1, the Committee discussed a procurement guidelines policy change recommended by management and requested a vote from the full Board of Trustees. The proposal would change the threshold amounts for goods and services as presented. Three quotes would be required for purchases greater than \$10,000 and formal bids would be required for purchases greater than \$25,000 effective immediately.

Trustee Hovan made a motion to approve the procurement guidelines policy change in threshold amounts for goods and services as presented where three quotes would be required for purchases greater than \$10,000 and formal bids would be required for purchases greater than \$25,000 effective immediately. This was seconded by Trustee Sapienza. Chair Medeiros then called for a roll call vote:

Mr. Frank P. Baptista – Yes
Samir Bhattacharyya, Ph.D. – Yes
Ms. Valentina Videva Dufresne – Yes
Ms. Sara Hincapie - Yes
Mr. Keith A. Hovan - Yes
Ms. Lynn A. Malasi '92 - Absent
Mr. Anthony R. Sapienza - Yes
Sandra G. Saunders, Esq. - Yes
Ms. Diane L. Silvia - Yes
Steven A. Torres, Esq. – Yes
Ms. Joan M. Medeiros (Chair) - Yes

The motion to approve the Procurement Guidelines Policy Change as stated was approved.

E. President's Report

President Douglas said the following are Talking Points for the Board of Trustees:

1. Dual Enrollment Cybersecurity Certificate

In partnership with the MassHire Greater New Bedford Workforce Board and funding from the Mass Cyber Center, a free Cybersecurity certificate program is now open to all high school students at all grade levels in Southeastern Massachusetts. The pilot program seeks 20 students from the region who are interested in pursuing a cyber-related job after high school, pursuing a college degree in a related field, or interested in a military career in cybersecurity. Upon completion, students will have earned a Certificate in Cybersecurity in one year from Bristol Community College and will have completed a paid, 140-hour summer internship with a cyber-related employer. Students must be able to commit to two online and/or hybrid courses in the spring and fall 2019 semester. Students must also meet the eligibility criteria for Bristol's Dual Enrollment program. Applications are open now and close on December 15, 2018.

2. Offshore Wind Symposium Re-Cap

The first Offshore Wind Symposium was hosted by Bristol Community College, the British Consulate, the city of New Bedford and the New Bedford Wind Energy Center on October 30, 2018. The full-day event, with 150 attendees, started with welcomes from the President of Bristol, British General Consul Harriet Cross, Congressman William Keating and Mayor Jon Mitchell. The lunch keynote speaker was Congressman Joseph Kennedy III covering the importance of a strategic, comprehensive planning process to ensure Massachusetts capitalizes on the economic and workforce impacts. Industry panels made up of U.K. delegation members and their U.S. counterparts covered critical topics including lessons learned from the U.K. experience in the offshore wind industry and the use of these experiences to guide our integration and development of offshore wind. The industry leaders also discussed supply chain, workforce training, ocean management and port development issues.

3. Bristol Community College Holocaust Center

Bristol Community College is the only community college in Massachusetts with a Holocaust Center. It is in its fourth year of operation and attracts more than 1,000 people annually. The center's mission is to provide the college community and people in our region with educational experiences related to the Holocaust and other genocides. One of the upcoming programs this semester is the annual fundraiser on November 5, 2018, which includes a multi-media concert featuring Terezin Music Foundation director, Mark Ludwig, and the Hawthorn String Quartet. The program presents music composed by five artists who were interned at the Terezin concentration camp in the Czech Republic. Prior to the concert, there will be a reception where murals, designed by our Art Department using buttons that represent those affected by the genocide, will be unveiled. On November 8, at 12:30 p.m., Dr. Henry Oster, one of the few remaining Holocaust survivors, will provide a talk in the Jackson Arts Center, Room H209.

F. Report of the Finance and Audit Committee

Trustee Lynn Malasi, Chair of the Finance and Audit Committee, was not in attendance, so no report was presented.

G. Report of the Student Trustee

Student Trustee Sara Hincapie reviewed her distributed report to the Board as well as the minutes from the Student Senate Meeting of October 31. (See attached reports.) She said that the Student Senate would like to meet with Board of Trustees during an upcoming meeting. She also suggested that bios for the Board members be displayed on the Board of Trustees webpage.

H. Financial Update

Vice President Steve Kenyon gave the following update.

- College enrollment is down 7% (budgeted for 5%) which accounts for a decrease of \$275,000.
- The fall enrollment results might continue into spring (decrease of 5%).
- Investment income – we are \$500,000 behind budget.
- We rely upon Foundation funds; \$1 million to \$2 million is transferred to the college budget per year.
- \$1.3 million was refunded to students for Financial Aid refunds.
- They are working on the FY2020 budget now.

I. Old Business

There was no Old Business to discuss.

J. New Business

There was no New Business to discuss.

K. Adjournment

There being no further business to come before the Board, Chair Medeiros requested a motion to adjourn. Trustee Sapienza made a motion to adjourn; this was seconded by Trustee Saunders. Chair Medeiros then called for a roll call vote:

Mr. Frank P. Baptista – Yes
Samir Bhattacharyya, Ph.D. – Yes
Ms. Valentina Videva Dufresne – Yes
Ms. Sara Hincapie - Yes
Mr. Keith A. Hovan - Yes
Ms. Lynn A. Malasi '92 - Absent
Mr. Anthony R. Sapienza - Yes
Sandra G. Saunders, Esq. - Yes
Ms. Diane L. Silvia - Yes

Steven A. Torres, Esq. – Yes
Ms. Joan M. Medeiros (Chair) - Yes

The motion to adjourn was approved. Chair Medeiros declared the meeting adjourned.
The time was 4:35 p.m.

Respectfully submitted,

Sandra Saunders, Esq.

Sandra Saunders, Esq., Secretary

 12/10/18
Date Approved

 KW
Initials