

**Bristol Community College
Fall River, Massachusetts**

**Board of Trustees
Meeting Minutes**

May 11, 2020

I. Call to Order

The three hundred and seventy-sixth regular meeting of the Bristol Community College Board of Trustees was held on Monday, May 11, 2020. Due to the ongoing COVID-19 was conducted remotely via ZOOM. The meeting was called to order at 4:06 p.m.

Trustees present: Joan Medeiros, Chair; Samir Bhattacharyya; Valentina Videva

Chair Medeiros said that she received correspondence from the MCCC union and shared it with the entire Board of Trustees on May 5, 2020, regarding recent layoffs at the college. This is being taken under advisement at this time.

complete coursework that cannot be done remotely. That will occur when it is deemed safe and certain precautions are in order.

Remote work for most of our employees continues through June 20. Most of our employees can do their work remotely, and we believe that remote work is the best scenario for these employees and their families as it provides a safe environment and accommodates employees with children.

We plan to make a decision on the way we will operate this fall in early June. The data already show that students are registering for online classes more than face-to-face. Bringing the college back to pre-pandemic levels will be informed at

Polito, an Education Task Force led by Secretary of Education James Peyser, and at the college level.

Enrollment will be more important than ever in the year ahead to counter expected cuts in state aid. We are stepping up our efforts to market to two new groups of students. The first group is those who might not have chosen Bristol for their first year of college. These are the students who were seeking a residential college experience, and are rethinking the choice because their family income has changed, they do not want to pay high tuition for what could turn out to be an online experience, or they believe the residential experience will be unsafe. The second group is second-year college students. These students, too, may be reconsidering return to a private or public four-year college because their family income has changed, they do not want to pay high tuition for what could turn out to be an online experience, or they believe the residential experience will be unsafe.

Our enrollment management team has been working hard to keep all recruitment and enrollment activity ongoing. Last week we rolled out a new feature that will help us better meet the needs of our students – a waitlist function for course registrations. With this feature, students will be able to go on a waiting list if the class they want no longer has seats. This will enable students to equitably gain a seat should a spot open up, and it allows us to know when an additional class section should be added. While we are beginning this function with our first year gateway courses, we will plan to be fully scaled for spring 2021 registration. This function will provide data to help to take the guesswork out of our scheduling processes.

President Douglas said today was the first day of final exams and she would like to recognize the faculty and staff across the college for helping our students make it to the finish line. They have made extraordinary efforts to serve students through the pandemic. They have been supportive, flexible and caring. They have gone the extra mile, and have made her proud. Their commitment to student success has never wavered and she would like to show her gratitude.

Vice President Steve Kenyon gave a fiscal update concerning COVID-19 to the Board. The following are highlights of his report:

online. We are then left with approximately 4243 students and will be distributing refunds using the higher of 30% of the spring Pell award, \$25 per credit or a minimum of \$250.

President Douglas gave an update on her Key Goals to the Board. She said we have made progress on our CRM, Customer Relations Management. We have purchased a CRM product, SLATE, with our Title III grant funds. Our staff has begun training with the company so that they can begin work on implementation. In addition, they are exploring the use of a chatbot function that goes with the CRM. The chatbot may be very helpful as we try to assist students in this virtual space that we are presently in.

President Douglas said Strategic Planning has continued. In the Board material was a short PowerPoint regarding the Mission, Vision, Values and Strategies. President Douglas read the draft Mission Statement:

Bristol Community College provides an accessible, innovative and inclusive education that prepares students to navigate and succeed in our ever-changing world.

She then read the draft Vision Statement:

Advancing a vibrant, diverse community through education, learner by learner.

President Douglas read the draft Shared Values of Student Success, Communication, Respect, Inclusion and Innovation and said that during the next several weeks, we will be developing statements that support each of these key values that will help guide our work moving forward.

President Douglas said the draft Strategies are:

CJ Souza - Yes
Steven Torres (Vice Chair) Yes
Joan Medeiros (Chair) - Yes

The motion was approved.

V. Report of the Facilities Committee

Trustee Steve Torres, Committee Chair of the Facilities Committee, gave his report to the Board regarding the Committee meeting of May 4, 2020.

Taunton RFP new site

Committee Chair Torres said that the RFP for Taunton should be in the Central Register on 5/6 or 5/13. Once proposals are received, they will be evaluated by the Facilities Committee and a recommendation will be brought forward to the Board. There are several interested developers. For the time being, we are a tenant at will at the Taunton Galleria Mall.

Taunton Coyle & Cassidy High School

The Committee discussed the potential of the soon to be vacated Coyle & Cassidy High School as an option for the c They reviewed information presented by management including the assessors web page. The property is over 100,000 gross square feet. The RFP is seeking about 26,000 square feet. Management has reached out to the Diocesan attorney and Facilities manager with no response to date. The college would consider a lease of a portion of the facility or a collaboration with other schools.

New Bedford National Offshore Wind Institute

The college, working with the Foundation, submitted a proposal to the city of New Bedford to purchase a 2.7 acre parcel of land in the New Bedford Industrial Park. A three-page summary of the project and parcel was provide to the Committee. The college will know if their bid is accepted in late June. If accepted, only then will they have the opportunity to enter into a purchase and sale agreement. That decision will be brought to the Facilities Committee.

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