

Bristol Community College
Fall River, Massachusetts

Board of Trustees
Meeting Minutes

June 12, 2017

A. Convening

The three hundred and fifty-first regular meeting of the Bristol Community College Board of Trustees was held on Monday, June 12, 2017, in Room D209 of the Hudnall Administration Building, on our Fall River Campus at 777 Elsbree Street. Chair Joseph Marshall called the meeting to order at 4:11 p.m.

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

Trustees absent: Cynthia Rose and Samueal Lema.

B. Information from the Chair

Chair Joseph Marshall welcomed all to the meeting.

C. Commissioner Carlos Santiago – Department of Higher Education

Chair Marshall introduced Dr. Carlos Santiago, Commissioner of the Massachusetts Department of Higher Education. Commissioner Santiago said that it is an exciting yet sad time for BCC. He has known President Sbrega for quite a while, having worked with President Sbrega before he became Commissioner. The Commissioner said he also worked with Chair Marshall during the Presidential Search. Commissioner Santiago then introduced his new Chief of Staff Elena Quiroz-

The Student Pinning Ceremonies for May:

May 22 – Nursing Pinning

May 23 – Combined Allied Health Pinning

May 23 – Dental Health Sophomore Award Luncheon

May 25 – Student Awards Night

On May 23, President Sbrega welcomed all at the Learning Commons Tutor Celebration.

A retirement party/reception was held for President Sbrega on Wednesday, May 17, in the lobby of the John J. Sbrega Health and Science Building.

“We’re Still In” – President Sbrega said that BCC is still holding to the climate commitment for Second Nature.

The first ever BCC Assessment Day was held on May 24, coordinated by Vice President Greg Sethares’ area.

Ms. Wanda Gispert from MGM visited the BCC Fall River and toured the BCC Taunton Center on June 7. She expressed their need for workers for the Springfield casino.

Vice President Paul Vigeant is reorganizing the Workforce Center with new functional divisions:

Learning Resource Network Plan

1. Business Development
2. Community Education
3. Operation

Art Gallery’s opening exhibit was on June 1.

Other Items of Interest

On May 18, the SE MA STEM Resource Fair was held at BSU Mohler-Faria Science and Math Center.

ECE Commencement Celebration was held on May 19. Also on that date, the Taunton Area Chamber of Commerce’s Teacher Recognition and Scholarship Awards Breakfast was held at Stoneforge in Raynham.

On May 22, President Sbrega attended the ESL Graduation.

G. Report of the Finance and Audit Committee

Trustee Joan Medeiros, Chair of the Finance and Audit Committee, gave the following report to the Board of Trustees of the Committee meeting held on May 25, 2017.

The first order of business was to review and approve the Fiscal Year 2015 Write Off of Bad Debts. The amount of the write off was \$273,244, which is less than 1 percent of tuition and fees. As with prior years, 73 percent of the write off is for students who were allowed to attend classes with only partial financial aid. Their outstanding balances were never paid. The College has very strong policies and procedures that exceed the state requirements for collections. These include multiple billings, financial holds, collection agencies, and the State's Intercept Program where any tax refunds are intercepted and sent to the College.

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

VOTED to approve the write off of bad debts in the amount of \$273,244 for FY15.

Committee Chair Medeiros said the Committee authorized management to transfer \$200,000 from our Conservative Fund to our Balanced Fund. This transfer is within our current policy guidelines. The Committee felt that we should move the funds within the

For these reasons we feel an \$8 per credit fee increase is necessary. The impact of this fee increase is not taken lightly. It means the cost of attendance will increase \$192 per year for a full-time student not receiving financial aid. The Board should know BCC is always and will remain in the bottom third cost of attendance. We accomplish this despite the second to last state support per student FTE in the system. This is the result of much lower administrative costs and institutional support cost than our peer institutions. This low overhead makes reductions that do not directly impact students more difficult. The Committee recommends approval of the FY18 budget as presented.

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

VOTED to approve the FY18 budget as presented.

The Committee recommends an \$8 per credit fee increase effective for the Fall 2017 semester. This amount was included in the Operating Budget approved earlier.

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

VOTED to approve an \$8 per credit fee increase effective for the Fall 2017 Semester.

It was noted that Trustee Samuel Lema, who could not attend the Board of Trustees Meeting, was opposed to a fee increase.

President Sbrega said that a news release on the fee increase would be released following the Board of Trustees meeting.

H. Report of the Personnel Committee

Trustee Steven Torres, Chair of the Personnel Committee, gave the following report to the Board of Trustees of the Committee meeting held on May 25, 2017.

The Personnel Committee met to discuss President Sbrega's 2017 evaluation. The Committee reviewed multiple documents in detail including the 2017 Goals and Objectives set for President Sbrega, President Sbrega's self-evaluation, Fiscal Year 2017 Department of Higher Education system wide goals, BCC's FY17 Longitudinal Data, list of Committee work, and BCC's success indicators. The Committee used the DHE Presidential Guidelines and Procedures to conduct the formal evaluation process. The Committee discussed several items from the materials including:

The College's Strategic Plan and how well it is tied to the DHE Vision Project.
Continued advancement of sustainable practices including international recognition in National Geographic for the new Health and Science building and numerous other awards.

Increasing full-time faculty by 40 percent since his arrival.

Exceeding the goal of the capital campaign.

Awarding more degrees than any other Community College in Massachusetts.

The Committee summarized the monthly meeting reports by President Sbrega and noted how helpful they were in keeping the College on task with the goals and objectives for the year. Chairman Marshall and the other Trustees reported positive feedback in their conversations with staff and students throughout the year at all the campus locations. There was discussion about the amazing success in the diversification of the workforce at BCC in the recent years.

The Committee voted unanimously to recommend a 7 percent salary increase for the coming year. With the President's impending retirement in July, there is likely no financial benefit to him. The Committee agreed to meet with President Sbrega to finalize the evaluation process and send the results to the Commissioner. The Committee voted

