

Bristol Community College
Fall River, Massachusetts

Board of Trustees
Meeting Minutes

1. Theatre Program Re-launched

Bristol has re-launched the theatre concentration. Students will learn the foundations and fundamentals of professional theatre with an Associate in Arts in Liberal Arts & Sciences, Theatre Concentration. Upon completion of the program, students will be prepared to transfer to a four-year institution and/or begin working professionally. Benefits of the program: Hands-on training, inclusive environment and rewarding courses. They are working on an Original Play (title to be determined). Performances will take place November 29 - December 1, 2018. A production of *A Midsummer Night's Dream* will take place April 25 - 27, 2019.

2. Manhattan Short Film Festival in Attleboro, October 5 and 6

The Manhattan Short Film Festival unites film lovers across 300 cinemas and six continents to judge nine short films vying for Oscar nominations. It is also the soft launch of our *Action for Attleboro: Academic Support Within Reach* fundraising drive to develop a new Learning Commons at Attleboro. The Learning Commons houses both the Writing and the Tutoring and Academic Support Centers. On Friday, October 5 and Saturday, October 6, at 5 p.m., before the films begin, we will host a dessert reception to share our Learning Commons vision with a mock-up of the planned space, student-led tours and a greeting from President Douglas. Trustees, students, employees and the public are invited to attend.

3. Bristol Community College Office of Grant Development

Since July, the Office of Grant Development has been awarded ten grants totaling \$2,257,103. This funding was from a total of 14 proposals requesting \$2,600,710 and there are still four grants pending in the amount of \$185,288. A large part of this funding, services to individuals who lack basic literacy skills and/or a high school credential in Fall River, Taunton and Attleboro. Bristol is currently in the process of developing four grant proposals including the Perkins Postsecondary grant allocation for \$500,090 to improve Career and Technical Education and the academic achievement of students enrolled in these programs.

President Douglas said that Bristol Community College was awarded a Title III grant for \$449,707 each year for the next five years. The Title III Grant addresses the needs of

- centered and student-supported environments and wraparound support services through inescapable academic assistance combined with virtual and technology aids. These grants help colleges become self-sufficient and expand their capacity to serve low-income students by providing funds to improve and strengthen the academic quality.

President Douglas said the Brand launched on Opening Day of the semester with positive energy. The college went public on the first day of classes strategically positioning the -going culture in the

region. We received extensive media coverage including front page of *The Herald News*.

accessibility, inclusion, quality and opportunities offered at the college and will focus on 25+ year olds.

President Douglas notified the Board of two important future events that they would be receiving invitations for in the next few weeks. On November 8, the college will celebrate Foundation scholarship recipients and our generous donors at the annual Scholarship Luncheon in the Margaret Ryckebusch Faculty and Staff Lounge, G Building, on the Fall River Campus. At this event, donors and students will enjoy lunch,

Accountability

eLearning = +4.36%;
Fall River = -5.27%;
New Bedford = -7.83%;
Taunton = -10.14%

New/Returning: FT 42.3% (-1.3%); PT 57.7% (+1.3%)

One third = 36% (3())]TJET@.00000912 0 612 792 reW*nBT/F1 12 Tf1 0 0 1 409.6409*nBT5 rW

First-Year Experience
Innovation Fund
Digital Communication Training/Planning
Faculty Partnerships

Trustee Bhattacharyya asked if we do five-year planning, not just one-year planning. V.P. Cabellon said in the spring, he hopes to do a one-three-five year planning model; he is still new and working on a one-year plan for now. Trustee Sapienza asked if SEM was this for new populations or expanding current underrepresented groups. V.P. Cabellon said they identify what increases in specific populations and find new populations. The Teams are Recruitment, Retention and Data. Trustee Dufresne asked if this is for all four campuses. V.P. Cabellon said the plan is to scale to all four.

E. Report of the AD HOC Committee

Trustee Steven Torres, Chair of the AD HOC Committee, was not in attendance. Trustee

Compliments/Feedback great feedback for back-to-school events; faculty and staff were very kind and helpful to lost students; colorful signs on campus; many clubs; and new branding is working.

Trustee Hincapie said that one of her goals as the Student Trustee is to listen to student concerns, ideas and feedback and voice them at the Board Meetings. She will also attend Student Advisory Council (SAC) meetings and interact with other Student Trustees and student leaders to learn about the issues and successes at other colleges.

Trustee Hincapie also shared a photo gallery of events and student interaction with the Board.

G. Financial Update

Vice President Steve Kenyon gave the following update.

The Finance and Audit Committee met and approved the audit results for FY18. The independent auditors will report to the Board at the December 10 Board meeting.

enrollment is a little off and maybe off in spring (1 point = \$280,000). We may need to cut costs again.

We saved \$560,000 in payroll expense this fiscal year.

Regardless of enrollment trends, we recognize \$6 million in capital appropriations; the

H. Old Business

President Douglas reviewed her 2018-19 Goals with the Board. She said she worked with ge Communications to make sure that the goals follow the Strategic Plan. It lists strategies and areas of concern as well as intending outcomes and subgoals.

Strategy I College Participation -

Trustee Dufresne asked if this strategy included diversity metrics. President Douglas said Vice President Rhonda Gabovitch just ran the data and there is an uptick in underrepresented groups. Trustee Malasi asked do they just not apply as some cultures are encouraged to go to work and not school. President Douglas said it is regional demographics concerning underrepresented groups. It is all about meeting with people to make inroads. As an example, the Rotary Club is focusing on vocational opportunities for middle and high school students. The Rotary has a vocational service aspect. V.P. Cabellon said the strategy at the middle school is to get them thinking about college. Trustee Malasi asked if we are offering courses that students want to take; does the curriculum draw students in. President Douglas said we are developing partnerships and

articulations with higher education institutions; the idea is to go to Bristol first and transition to a four-year institution.

Strategy II College Completion

Trustee Dufresne asked about increasing eLearning. President Douglas said online learning is important; we must compete at a reasonable price. We can have more growth eLearning dean is working on a new strategic plan.

Strategy III Student Learning

Ensure that Bristol is ready for its five-year NEASC accreditation report.

Strategy IV Workforce Alignment

Literacy programs are important as well as comprehensive data collection and analysis.

Strategy V Preparing Citizens

Foc

Strategy VI Eliminating Disparities

Trustee Sapienza asked how we are to identify three new Shared Governance goals. President Douglas said that the Central Committee is to realign the committees to the Strategic Plan and ideas.

Strategy VII Institutional Advancement

President Douglas said this strategy is about developing a strong Human Resources department and building a culture of trust and continued improvement. This will be accomplished by means such as implementing Lean 6 Sigma projects, attracting the best talent to Bristol, and comprehensive student data collection.

recommends for future presentation of the goals at Board meetings to reduce and translate the goals to seven slides only one page per strategy and to have each Vice President present when discussing the goals.

-19 Key Goals.

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

-19 Key Goals,

VOTED to

-19 Key Goals.

at are normally distributed
at the Board meeting be forwarded to the Board in advance along with the other material
in the Board packet.

I. New Business

Trustee Sapienza asked how to report out on other material not included in the committee meetings. Chair Medeiros said this material should be discussed during the New Business section of the Board meeting.

J. Adjournment

There being no further business to come before the Board, Chair Medeiros declared the meeting adjourned. The time was 5:49 p.m.

Respectfully submitted,

Sandra Saunders, Esq.

Sandra Saunders, Esq., Secretary

11/5/18
Date Approved

KAW
Initials