

BRISTOL COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING MINUTES

Monday, December 4, 2023

1. Call to Order

The four hundred and eighth regular meeting of the Bristol Community College Board of Trustees was held on Monday, December 4, 2023, in person at the National Offshore Wind Institute (NOWI) in Room 118 at 198 Herman Melville Boulevard, New Bedford, Massachusetts. The meeting was called to order at 4:06 p.m.

VP Kenyon announced that joining us today was Dave Dilulis, a Withum representative, to present an overview of the audit and answer any questions.

VP Kenyon shared the Board has a full copy of the draft report in their board materials made available before today's meeting, as well as previously presented to and reviewed by the Finance Budget Committee.

Mr. Dilulis began by providing an overview of required communications related to independent auditor's responsibility under GAAS as well as management's responsibility. He shared there were no significant communications, findings, or issues to report. Mr. Dilulis began a short discussion of the FY2023 financial statements and audit report with time for trustees' questions and thoughts.

Hearing no additional questions, Chair Medeiros thanked VP Steve Kenyon and Withum representative, Dave Dilulis, for providing the FY2023 Audit Report. She asked for a motion to approve the FY2023 Audit Report as presented. A motion to approve the report was made by Trustee Motta and was seconded by Trustee Gauvin.

5. New England Commission of Higher Education (NECHEq Eqr4.8 (ng)3.3(5)0.6 (3)Tj/0.001 Tc-0.0 (s)-7o2n0.9

- a. Adult learners struggle with technology (there is a broad range of capabilities ranging from not knowing how to access learning materials, sending emails, utilizing college systems, etc.)

Action: Tech support sessions embedded into our college nights, and several being offered at all campuses leading up to and after the beginning of the semester with the idea of getting them prepared to be successful in their classes.

- b. Clearer communication is needed (college speak and language used to explain, modifying and update the webpage, how to videos)

Action: Revamping the existing webpage (checklist, how to videos and reviewing the language)

- c. Better prepare our staff to support student learning – create a greater sense of
Ac-8 71.4/T13(a)0.8moe(s)-d .5 (7outi4.9 (r)-

Bristol Community College received approximately \$727,000 in MassGrant Plus Expansion funding to award directly to students, including retroactively for the Fall 2023 semester. To maximize the

7. Report of Facilities Committee – *Trustee Jeff Karam*

Chair Medeiros asked Trustee Karam to provide a brief report of the Facilities Committee from the November 6, 2023 meeting.

Trustee Karam shared as follows:

The Facilities Committee met in November at our Attleboro campus. We approved the minutes from the prior meeting then discussed each campus location with management.

Taunton:

- We discussed the status of the sale of our Taunton location from the Fall River Diocese to the City of Taunton. While there was no word at the meeting we did learn subsequently that the closing happened on December 1. We have taken steps to be sure the favorable terms on our lease will remain in place for the remainder of our five-year lease.

Attleboro:

- Installed a new style car charging station that is solar powered. The unit was donated to us by a

