



(Trustee Steve Torres joined the meeting at this time.)

III. Consideration of Consent Agenda Items

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.

Consideration of Minutes of Board of Trustees Meeting for February 22, 2021  
Report of Personnel Actions April 2021  
Report of Workforce Contracts April 2021  
Special Programs: Early Retirement Incentive Program (ERIP) and  
Voluntary Separation Incentive Program (VSIP)

A motion was made by Trustee Motta to approve the consent agenda items and seconded by Trustee Videva Dufresne.



Increase of communication reachability, virtual office hours and Blackboard course messages to name a few examples.

Decrease of misinformation.

Less stress from homework done incorrectly.

General questions and concerns can be resolved.

Students gain sense of care by Bristol staff and faculty.

Proposal resolved. Special thanks to April Lynch.

Sara Archambault discussed Proposal 009 – Board Game Lounge. Putting a board game lounge in the G-Building lobby.

Benefits for Students and Bristol:

Increase engagement within campus activities.

Students with children.

Bus commuters.

Students gain sense of care by Bristol staff and faculty.

Proposal resolved. Special thanks to Emma Montague.

Jonathon Tonin, Chair of Finance, discussed his work.

Established an avenue for clubs to have easier access to funds, known as the Clubs Allocation form.

Created a record of all BCC clubs' financial reports

Productive MACER meetings.

- Action Items and Follow Through.
- Assessment of Goals and Accomplishments.

President Douglas' participation in MACER meetings.

Creation of MACER Listserv (for issues/concerns between MACER meeting).

Creation of workgroups to address issues of mutual concern.

Monthly Informal Get-Together via Zoom.

Support:

Support for BrCCC Union Members

Human Resources provided support (beyond Employee Assistance Program) to faculty and professional staff:

- Throughout Title IX process/investigations.
- Throughout Grievance Process.

Human Resources very accessible to union leadership.

Human Resources and Academic Affairs willingness to meet with union leadership regarding issues of mutual concern.

Results:

Union "Wins"

Resolution of Several Grievances at Step 1.

Avoidance of Arbitration.

Creation of new union positions.

Chair Medeiros thanked Ms. Brown for her update and comments, and welcomed her back for future updates. Chair Medeiros said that it was good to see the union making progress on collaboration with the administration.

VI. President's Report

**Talking Points**

Offshore Wind Panel Discussion of March 24

President Douglas introduced Jennifer Menard, Interim Vice President, Economic and Business Development, to speak about the Offshore Wind Panel Discussion of March 24.

Ms. Menard said the National Association for Community College Entrepreneurship had a conference on March 24 titled "Innovations in the Energy Workforce." This was from the Community and Technical College Consortium as a part of a five-part series hosted by Secretary of Energy Jennifer M. Granholm. Bristol was at the forefront of this national discussion. Our panel, led by a representative from the U.S. Department of Energy, focused on both onshore and offshore wind. Bristol was well represented by V.P. Menard and Dr. Alan Lowdon, Director of Strategic Development for Bristol's National Offshore Wind Institute (NOWI). They discussed the U.S. offshore wind

V.P. Menard said that she and Dr. Lowdon covered the offshore wind market in the U.K. and U.S. as well as the National Offshore Wind Institute, and Dr. Sinha reviewed the Bristol academic associate degree and certificate for offshore wind. The other panelists were focused on onshore wind, included representatives from Northeast Community College from Nebraska and Iowa Lakes Community College.

#### New Chatbot

President Douglas introduced Jo-Ann Pelletier, Chief Information and Data Officer.

Ms. Pelletier said we are thrilled that with some help from federal CARES funds, Bristol

which will be available in early May, uses AI or artificial intelligence to learn and continue to refine answers to common student questions. Our partner, who focuses in the higher education space, will use technology to crawl the Bristol website and build the logic (ontology) behind the bot. Vendor-provided analytics will help the college assess its success as we continue to refine content. The college will complement our bot with a live agent option, which will be especially impactful as we emerge from COVID-19. We know that our students desire bite-sized and on-demand information and that they are more inclined to ask questions using an unassuming platform like this.

The goal of the Bristol bot will be to supplement existing communication channels for students and provide better service.

Institutions like Bristol report a substantial reduction in telephone calls as usage of virtual assistants increase.

Topics are heat-mapped so the college can identify important areas with which to focus using contemporary information.

The bot will crawl our college website each day to identify and update content such as important dates and program changes.

Bristol can connect the bot to our student systems to provide custom responses to questions like tuition balances, registration information, and the like.

#### New Certificate Programs

President Douglas introduced Suzanne Buglione, Vice President, Academic Affairs.

V.P. Buglione

Planning for expansion of in-person learning for Summer 2021 and Fall 2021.  
Enrollment for Summer 2021 has begun, trending behind Summer 2020.









on average are receiving over \$800 per semester in Federal CARES awards. Never has there been a time where a fee increase will have a more minimal effect on students financially. A modest increase this year will avoid larger increases in a year or two when the Federal funding is gone. As presented in last the Board meeting, Bristol is the second least expensive community college of the 15.

Chair Medeiros requested a motion to approve a \$3 per credit increase in the college fee for FY22.

A motion was made by Trustee Torres to approve a \$3 per credit increase in the college fee for FY22. This was seconded by Trustee Bhattacharyya. Ms. Wordell conducted a Roll Call Vote:

Frank Baptista – Yes  
Samir Bhattacharyya – Yes  
Renee Clark - Absent  
Valentina Videva Dufresne - Yes  
Pamela Gauvin - Yes  
Jeffrey Karam - Yes  
Lynn Motta - Absent  
Diane Silvia – Yes  
Steven Torres (Vice Chair) – Yes  
Alexis Viveiros-Branco (Student Trustee) – Absent  
Joan Medeiros (Chair) – Yes

The motion was approved.

IX. Report of the Facilities Committee

Trustee Steve Torres, Chair of the Facilities Committee, gave the following report to the Board.

The Facilities Committee met on March 23 for their quarterly meeting. The agenda was predominately about the new Taunton location. The Committee also received an update from management on numerous capital and deferred maintenance projects going on at all locations. It is important to note that many deferred maintenance projects are being funded by federal funds. These include mostly HVAC related improvements such as chiller replacement and duct cleaning.

For the new Taunton location, which will be at the former Coyle & Cassidy High School, the Board approved a few months ago that we would occupy two floors of the school building. At our Facilities Committee meeting, we discussed a recent proposal from the Diocese for Bristol to control all three floors and the gymnasium. This proposal was short lived as the Diocese withdrew that opportunity last week. We are reverting to the original plan with some minor changes that require Board approval.

The previously approved arrangement was for two years. The draft agreement is now three years with two one-year options. As of now, there are no annual cost increases or escalators in the draft lease but it is still in review. Since our last approval, the Diocese is allowing the college to use the gymnasium and other support spaces at no additional cost. Trustee Torres provided the following summary of terms to be approved:

The college will be leasing approximately 29,000 square feet of classroom space.

Annual rent will be \$173,910 which includes utilities and custodial costs.

There are no taxes since the Diocese operates under a tax-exempt status. As a reference we were paying about \$700,000 per year in the Silver City Galleria. This is about \$6 per foot, not including the gym, auditorium and other spaces in the building not being charged for. This rate includes all utilities, custodial services and taxes.

SouthCoast Collaborative will be leasing the first floor. Bristol would have the first right of refusal should SouthCoast Collaborative vacate.

We will have 8 classrooms, 2 science labs, 2 computer labs, a student lounge, a library and support offices.

Our Adult Education program will also be located at this site.

This facility will allow Bristol to teach biology and chemistry without the construction of costly science labs.

This site is on the bus route and there is ample parking including accessible spaces.

The Diocese is providing space to operate the Mobile Food Market.

Trustee Torres said the parameters discussed would include a three-year term with two one-year options for approximately \$6 per square foot including utilities and custodial. Chair Medeiros said she would like V.P. Steve Kenyon to ask the Diocese if they could bring the lease to a five-year term if possible. V.P. Kenyon said he could ask the Diocese for such a term.

A motion was made by Trustee Torres to allow management to continue to negotiate the lease based on the parameters discussed: a five-year term for approximately \$6 per square foot including utilities and custodial. This was seconded by Trustee Gauvin. Ms. Wordell conducted a Roll Call Vote:

