

Bristol Community College
Fall River, Massachusetts

Board of Trustees
Meeting Minutes

January 14, 2019

A. Call to Order

The three hundred and sixty-fifth regular meeting of the Bristol Community College Board of Trustees was held on Monday, January 14, 2019, in Room D209 of the Hudnall Administration Building on our Fall River Campus at 777 Elsbree Street. Chair Joan Medeiros called the meeting to order at 4:07 p.m.

Trustees present: Joan Medeiros, Chair; Samir Bhattacharyya; Sara Hincapie; Keith Hovan; Lynn Malasi; Anthony Sapienza; Sandra Saunders, Esq., Secretary; Diane Silvia.

Trustees absent: Frank Baptista; Valentina Videva Dufresne; and Steven Torres, Esq., Vice Chair.

B. Chair's Remarks

Chair Medeiros said they were very busy during early December but the holidays are now over and we are back to regular activity. She provided a quick update on an employee settlement stating it had been settled the week prior.

C. 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 Meeting of December 10, 2018
Report of the Finance and Audit Committee Meeting of December 10, 2018
Report of Personnel Actions
Report of Workforce and Community Education Contracts

Upon a motion made by Trustee Sapienza to accept the Consent Agenda Items and seconded by Trustee Silvia, it was

VOTED to accept the Consent Agenda Items.

(Trustee Keith Hovan arrived at this time – 4:10 p.m.)

D. President's Report

President Douglas said the following are Talking Points for the Board of Trustees:

BRISTOL-UMASSD TRANSFER PROGRAM

A Memorandum of Agreement was signed on August 20, 2018, between President Douglas and Chancellor Johnson of UMass Dartmouth (UMassD). The memorandum formalizes an initiative between Bristol and UMassD to create a seamless pathway for Bristol students to earn a Bachelor's Degree at UMassD. Under this new relationship which was launched in December 2018, both institutions will share academic records and student information in order to simplify the transfer process. While at Bristol, students will have access to many of the same opportunities that UMassD students have, including access to facilities and events. With this agreement, Bristol students will be part of both academic communities and develop the familiarity and comfort necessary to successfully progress from Bristol to UMassD with ease.

BROWN ENGAGED SCHOLARS

Enoch Lamptey, Ph.D. is one of 12 faculty and staff selected as the first cohort of Campus Compact's Eastern Region Engaged Scholars Initiative. Partnering with Brown University, the initiative seeks to develop, support and connect leaders who will co-created knowledge, critically engaged pedagogies, institutional change, and collaborative action to address societal issues. Selected from a highly competitive pool of candidates nominated by college and university presidents and chief academic officers, the scholars represent 11 institutions from seven states and D.C., and a variety of roles connected to civic and community engagement. Dr. Lamptey, Assistant Professor of Sociology, is one of two C

President Douglas discussed the following:

Bristol Community College has received approval from the Commission on Dental Accreditation (CODA) to accept 22 dental hygiene students into the program for the fall 2019 semester and thereafter. Currently, the Dental Hygiene program accepts 20 students. These changes will allow Bristol to serve more students and prepare more workers for the field.

The college has been approved to use STEM Starter Academy funds to create an undergraduate research program which will engage students (with stipends) in STEM research beginning this summer with our faculty. Dr. Mary Rapien, one of our science faculty members, will serve as the research coordinator.

Vice President Ed Cabellon gave a brief enrollment update report. Fall 2018 Enrollment Data:

Total Full-Time Equivalency (FTE): -7.2%

Total Unduplicated Headcount: -6.9%

Attleboro: -11.25%

eLearning (is the one area to gain): +3.20%

For spring 2019 Enrollment, we have received 1,900 applications with increases in both minority and 25+ populations. He will give a more detailed, updated report at the February Board Meeting.

Vice President for Academic Affairs Suzanne Buglione gave a presentation on her department.

V.P. Buglione said she has been in the position since mid-October and has been doing a lot of listening to faculty, staff, students and families. Academic Affairs consists of six academic areas, 128 full-time faculty, 498 adjuncts (decreased number due to a decreased number of students), 61 staff, deans on each campus and online learning, 69 programs, 56 certificates, \$3 million in grants, as well as TRIO and College Access (to SSEM). V.P. Buglione is working collaboratively with Vice President Ed Cabellon.

The Academic Affairs culture exhibits a high degree of caring for students. We need to take that care and move it to intervention. We need to ge0 0 1 108.02 nBT/F1 12 Tf1 0 0 1 521.26 246.29

Pathways to the Future: Guided Pathways.
Inescapable Support, Learning Commons.
Increase online, hybrid offerings.
Grow Early College and Dual Enrollment.
Strategic, Data and Technology driven.
Expand Transfer Opportunities.
Prepare Civic Participators.
Expand Shared Governance.
Focused Assessment & Professional Development.
New Faculty.
Retention.

Regarding Academic Affairs Outcomes – culture affects measurable goals, strategy development, evidence-based practices and KPIs; overall measures as well as by HIPs and by underrepresented populations. Outcomes are formative (persistence/developmental education success) and summative (goal attainment/graduation rates/ retention).

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Analyze market to compare current compensation and conduct internal equity reviews: in process of determining "market" and then moving toward developing survey data and resources.

Complete Sexual Harassment/Title IX training with all employee groups: as of 1/3/19, 913 employees have been trained in face-to-face format.

There are 345 more employees to train.

Review and revise all aspects of the hiring process: ongoing. Background check vendor secured.

Reduce administrative paper use through electronic forms: two new forms soon to launch—performance of students at clinical lab sites and a course development form used by eLearning.

Compliance Officer was hired: Bridgewater will share the expense of this position and possibly one other CONNECT school.

Increase college community participation in Bristol's annual giving campaign: launched faculty and staff giving campaign in November. Since the launch, giving has increased by 26 new employee donations for a total of \$7,640. Fiscal year 2019 total giving stands at \$30K as compared to \$40K for the entire FY18.

Launched an annual fund solicitation to 8,000 constituents: launched in late November, to date 116 gifts totaling \$13,572.

Launch the Connect2Bristol alumni engagement platform achieve a participation rate of 500 members by June 30, 2019: 420 members to date.

I. New Business

Trustee Lynn Malasi, Chair of the Awards Committee, said the Committee met today to review the submitted nominations for the two awards to be presented at the Bristol Commencement in June 2019. The committee was impressed with the nominees. It was unanimously recommended that the awardee for the Honorary Degree would be Zelma Braga and the awardee for the Distinguished Citizen Award would be Nicholas Christ.

give an overview of the college to advisory members. Chair Medeiros requested that the Board be included in the Advisory event.

J. Adjournment

There being no further business to come before the Board, Chair Medeiros declared the meeting adjourned. The time was 5:44 p.m.

Respectfully submitted,

Sandra Saunders, Esq.

Sandra Saunders, Esq., Secretary

2/25/19
Date Approved

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Initials