

MASSACHUSETTS BAY COMMUNITY COLLEGE BOARD OF TRUSTEES' MEETING

Minutes of the Tuesday, March 5, 2019, Full Board Meeting – Wellesley Campus

Board Members Present: Tim Clifford, Jamie Hoag, Dan Juliani, Matt Kahn via phone, Pam Lassiter, Rebecca Negreli, Tom Peisch, Diane Schmalensee, and Katherine Tonelli

Others Present: Steve Baccari, Comptroller; Elizabeth Blumberg, Vice President for Student Development and Dean of Students; Karen Britton, Executive Director, Office of the President; Neil Buckley, Vice President for Administration and Finance; Katie Cronmiller, Assistant Coordinator of Student Engagement; Lynne Davis, Dean of Health Sciences; Marcus Edward, Associate Vice President for Finance and Administration; Lynn Hunter, Vice President for Academic Affairs and Provost; Courtney Jackson, Vice President of Institutional Effectiveness and Strategic Initiatives; Chitra Javdekar, Dean of STEM; Nina Keery, Interim Dean of Humanities & Social Sciences; Chris La Barbera, Assistant Provost; Robert Lilley, Dean of Automotive Technology; Lisa MacDonald, Director of Equity Compliance; Susan Maggioni, Dean of Business & Professional Studies; Brianne Miers, Director of Marketing and Institutional Communications; Lynn Moore, Chief Diversity Officer; Vincent O'Connell, Director of Public Safety; David Podell, President; Lisa Slavin, Assistant Vice President for Enrollment Management; Samaria Stallings, Executive Director of Human Resources; and Rhian Waterburg, Assistant Director of Advising.

CALL TO ORDER & INTRODUCTIONS

Establishment of Quorum and Introductions

Chair Peisch called the meeting to order and established that a quorum was present. Trustee Kahn participated until 9:00am on the telephone.

REVIEW AND APPROVAL OF FEBRUARY 5, 2019, FULL BOARD MEETING MINUTES

Motion – Trustee Juliani moved to approve the minutes of the February 5, 2019, Full Board Meeting and Trustee Schmalensee seconded. The motion passed unanimously via the following roll call vote: Trustee Clifford – YES; Trustee Hoag – Yes; Trustee Juliani – YES; Trustee Kahn - YES; Trustee Lassiter – YES; Trustee Negreli – YES; Chair Peisch – YES; Trustee Schmalensee – YES; and Trustee Tonelli – YES.

REVIEW AND APPROVAL OF FEBRUARY 26, 2019, FINANCE, COMPLIANCE, PERSONNEL AND AUDIT MEETING CONSENT AGENDA

FINANCE ITEMS

Vice President Buckley reviewed the following reports:

FY19 Budget vs. Actual Comparison Report as of January 31, 2019

MassBay has a projected positive variance of \$498,445 on the revenue side, with a \$414,480 variance due to full-time salaries, Early Retirement payments, and Non-unit Professionals increases. There has been an increase in state appropriations. Adjunct salaries are less than budgeted. Some expenses are higher than expected, including consultants and Workman's Compensations claims. We are \$160,000 short on a balanced budget at present but will be able to make this up by the end of the fiscal year. We do not take in much money for renting space. Vice President Blumberg will connect with Athletics Director Nelson about the possibility of renting the proposed new Recreation Center.

Motion – Trustee Juliani moved to accept the FY2019 Budget vs. Actual Comparison Report for the period ending January 31, 2019, and Trustee Lassiter seconded. The motion passed unanimously via the following roll call vote: Trustee Clifford – YES; Trustee Hoag – YES; Trustee Juliani – YES; Trustee Kahn - YES; Trustee Lassiter – YES; Trustee Negreli – YES; Chair Peisch – YES; Trustee Schmalensee – YES; and Trustee Tonelli – YES.

Student Accounts Receivable and Cash Reports Comparison Reports

Accounts Receivable have improved over the last year. The year-to-date cash report shows a small decline of \$258,814.

Contracts Report

The parking lot and roofing projects have been funded by the State under the bond bill.

Review of the College's Capital and Operating Leases

Information Technology's five-year plan to upgrade the telecommunications system on a rolling basis is underway. Operating leases cover equipment.

Report on Massachusetts Public Higher Ed Tuition & Fees and Enrollment FY2019-FY2020

From 2009 to 2019, Massachusetts community colleges have raised fees at a weighted average of 6%, while the FTE has significantly decreased. MassBay is the only college that did not raise fees over the past two years. Tuition and enrollment system-wide fees here have remained less than the average over the years. The enrollment analysis shows that Bunker Hill Community College's enrollment has significantly increased, likely because it has opened campuses in Chelsea and Revere. MassBay's FTE enrollment has consistently been tenth of the fifteen. Over the years, MassBay's tuition and fees have moved from 5th to 9th compared to other community colleges.

Motion – Trustee Juliani moved to approve the February 26, 2019, Finance, Compliance, Personnel, & Audit Consent Agenda and Trustee Clifford seconded. The motion passed unanimously via the following roll call vote: Trustee Clifford – YES; Trustee Hoag – YES; Trustee Juliani – YES; Trustee Kahn - YES; Trustee Lassiter – YES; Trustee Negreli – YES; Chair Peisch – YES; Trustee Schmalensee – YES; and Trustee Tonelli – YES.

PERSONNEL ITEMS

Personnel Actions Report

President Podell reported that the Title III Grant Coordinator has been hired.

Recruitment Report

President Podell reported on two open faculty positions. Trustee Clifford suggested reaching out to Human Resources departments of large corporations in the area for the Electrical and Computer Engineering faculty position.

ENROLLMENT REPORT

Assistant Vice President Slavin reported that spring enrollment is down 5.5%, which is less than what was budgeted. Summer registration opened on March 4, and fall will open on April 8.

DASHBOARD

Dr. Jackson presented updates to the Student Success section of the Dashboard. Fall-to-Spring retention for *full-time*, first-time degree seeking students increased from 77% last year to 79% this year. Fall-to-Spring retention for *part-time*, first-time degree seeking students declined from 68% last year to 66% this year. The percentage of first-time full-time students who started in Fall 2015 who graduated within three years was 19%. This percentage has increased from last year when the College reported that 17% of the Fall 2014 cohort graduated within 150% time. Transfer is an important part of the success story for MassBay students. Over a quarter (26%) of first-time degree

seeking students who started in Fall 2015 transferred to another institution. This percentage has increased from the Fall 2014 cohort, of which 24% transferred.

Trustee Juliani commended the Office of Institutional Research for its work on the dashboard and indicated that Dr. Jackson will be presenting the dashboard at the upcoming Department of Higher Education Trustees meeting.

FOUNDATION REPORT

President Podell reported that the Donor Appreciation Scholarship Award is March 28th. January income to the Foundation was \$66,638. Boch Toyota is contributing \$5000 for the All Vehicle Show in May. It is its first time sponsoring. Applications for Summer scholarships offered to current students by the Foundation will open this week

BOARD COMMITTEE REPORTS

Student Success Committee

Trustee Schmalensee reported that, at the last Student Success Committee meeting, Director of Advising Sarah Salerno and Associate Dean of Students Richard Williams described technology being used to identify students at risk. The Committee enthusiastically endorsed this use. Director of Career Services and Internships Julie Ginn also presented on improvements in technology for internships. Dean Javdekar also presented on STEM courses, where occupations are growing over 20% in our region. It was suggested that we reach out to area businesses to see if they have internships. Another idea was to host a STEM event where faculty invite employers to come to campus. Dean Javdekar and Director of Corporate Partnerships and Workforce Development Miller are work together to increase awareness of the program.

Vice President Hunter presented the proposal for a new Computer Networking Certificate.

Motion – Trustee Lassiter moved to approve the addition of a Computer Networking Certificate to the curriculum in the STEM division and Trustee Schmalensee seconded. The motion passed unanimously via the following roll call vote: Trustee Clifford – YES; Trustee Hoag – YES; Trustee Juliani – YES; Trustee Kahn - YES; Trustee Lassiter –YES; Trustee Negreli – YES; Chair Peisch – YES; Trustee Schmalensee – YES; and Trustee Tonelli – YES.

SPECIAL TOPICS

Arming Campus Police Officers

The Board continued its conversation on the question of whether campus police officers should be armed. Chair Peisch noted the seriousness of the issue and that it was time for the Board to make a decision given the amount of effort devoted to considering it. In order to move the debate along, Chair Peisch read the following proposed motion drafted with the assistance of Attorney Tashjy.

After due consideration of extensive materials submitted by the President and the administration, and consistent with the President's recommendation, the MassBay Community College Board of Trustees authorizes the issuance of firearms to its duly-appointed campus police officers, to be used exclusively in the course of their employment on college property. The Board delegates to the President the authority to implement this decision in strict compliance with all state and federal law and upon each campus police officer's appointment as a Special State Police Officer pursuant to Mass. G.L. c. 22C, section 63.

President Podell explained that the question of whether MassBay's police officers should be armed had come up several years earlier, but the discussion had not been completed because of transitions in the college's administration. He has taken it up again with the community, at the request of the Trustees. This past fall he held ten town halls, met with Student Government Association (SGA) and Veterans, and distributed an email survey to

the entire MassBay community. The survey results showed that a greater number of respondents favor of arming than do not, with both those in favor and those opposed expressing concerns related to safety and training. When asked by the Trustees, President Podell recommended in favor of arming its officers, noting that his views had changed during his time at MassBay, in part as the result of feedback received. He now believes that the risks of not arming police officers are greater than continuing the present policy.

During the ensuing discussion, it was noted that MassBay is the only community college in Massachusetts with campus police officers that does not arm its police officers. Trustee Negreli presented feedback from SGA, which met with both President Podell and Director O'Connell. She reported that SGA opposes arming the campus police officers. It understands, however, that the final decision will be made by the Trustees. SGA requests that if a decision is to arm is made, the Trustees require Implicit Bias Training, Crisis Intervention Training, and LGBTQ Sensitivity Training. A suggestion was made that a committee oversee the plan to arm, if the Trustees voted to approve. Director O'Connell indicated that the current Clery and Public Safety (CAPS) Committee might be appropriate to carry out that oversight.

In response to questions, Director O'Connell reported that officers are credentialed in various ways, and ongoing training of officers on crisis intervention, bias and sensitivity and other trainings is offered each year, similar to the training State troopers receive. He noted that weapons would be stored on campus unloaded, and officers would carry them only when on duty. He pointed out that the Ashland campus does not have a regular campus police presence.

Trustees agreed that the discussion should focus on sidearms only and that no other type of firearm would be considered. Trustees favored ongoing training, as well as regular reporting. Trustees also favored incorporating into the motion the language provided by SGA regarding training.

Chair Peisch read the following revised motion:

After due consideration of extensive materials submitted by the President and the administration, and consistent with the President's recommendation, the MassBay Community College Board of Trustees authorizes the issuance of sidearms to its duly-appointed campus police officers, to be used exclusively in the course of their employment on college property. The Board delegates to the President the authority to implement this decision in strict compliance with all state and federal law and upon each campus police officer's appointment as a Special State Police Officer pursuant to Mass. G.L. c. 22C, section 63. The President will ensure that officers receive implicit bias training, crisis intervention training, and LBGTQ sensitivity training, that there is a committee to guarantee communication between Campus Safety and the College community, and that reports are made routinely to the Board of Trustees.

Motion -Trustee Clifford moved to approve the motion and Trustee Juliani seconded. The motion passed unanimously via the following roll call vote: Trustee Clifford – YES; Trustee Hoag – YES; Trustee Juliani –YES; Trustee Kahn - YES; Trustee Lassiter – YES; Trustee Negreli – YES; Chair Peisch – YES; Trustee Schmalensee – YES; and Trustee Tonelli – YES.

EXECUTIVE REPORTS

Student Trustee

Student Trustee Negreli reported the following:

Whine & Cheese Event

Student Government Association (SGA) has forwarded feedback collected at the recent Whine and Cheese events to the appropriate departments for resolution and is also taking on some of the items.

Professional Day Panel

Ms. Negreli was part of a student panel at Professional Day session about strategies for working with international and undocumented students. Faculty learned a great deal from the students' stories. It was suggested that the International Student Office to be re-opened due to the growing size in international and undocumented students at the campus.

Annual Immigrants' Day at the State House

Ms. Negreli represented MassBay recently at the Annual Immigrants' Day at the State House, reciting the pledge of allegiance to open the event for the speakers, including the keynote speaker Representative Ayanna Pressley. She also spoke with legislators asking for their support on bills giving tuition equity and state financial aid to Massachusetts high school graduates, regardless of their immigration status.

Board Chair

Chair Peisch reported the following:

*The Board Retreat will be held on March 30, and the April 2 Full Board meeting is canceled.

*Minutes from past Executive Session and Presidential Search Committee meetings were reviewed.

Motion – Trustee Tonelli moved to accept the past Executive Session and Presidential Search Committee minutes and Trustee Juliani seconded. The motion passed via the following roll call vote: Trustee Clifford - YES; Trustee Hoag – YES; Trustee Juliani – YES; Trustee Lassiter - ABSTAIN; Trustee Negreli – YES; Chair Peisch –YES; Trustee Schmalensee – ABSTAIN; and Trustee Tonelli – YES.

*The State has issued new criteria for Remote Participation, and the Bylaws need to be updated. Trustee Hoag will revise the current version, and there will be a presentation at the next Board of Trustees meeting.

President

President Podell reported the following:

*Framingham Campus – The lease of the Farley School expires in June. We are still in meetings with Framingham State, and the sharing of space seems manageable. A group met with Sasaki and DCAMM last week, and was provided with a revised calculation of gross square feet. We continue to make the case for funding in addition to the \$25 million allocated by the State for the new building.

*Associate Degree in Nursing (ADN) Program – After the abrupt resignation of two full-time ADN faculty at the very beginning of the semester, the classes are currently being taught by adjuncts. It is a difficult situation, given the fact that faculty were abruptly changed after the semester had begun, and the students have expressed some frustration. We are working hard to address the students' concerns. President Podell, Provost Hunter, and Dean Davis have met with an ad hoc ADN Committee that is looking at the future of the program.

*Messaging, Recruiting, Retention – President Podell noted the ongoing challenge of meeting enrollment goals in a period in which the declining birth rate and the strong economy are working against us. He reviewed the attached PowerPoint that identifies the strategies the College will be focusing on pertaining to messaging, recruitment, and retention. In terms of recruiting initiatives, we will be relaunching and expanding the ADN program and reaching out to certain populations such as Early College, formerly incarcerated or in rehab, homeschooled, non-credit students, State employees and families and the underemployed. New academic programs envisioned in the Strategic Plan will bring in students, as well. Transportation is key to both recruitment and retention. For students who live in Boston, the trip by public transportation is very long on the Green Line. Vice President Blumberg is chairing a new Transportation Committee, which will be surveying our current Boston students to see if a bus to the

Orange or Red Line might be more efficacious. We are also seeking to improve wrap-around services to students who come to MassBay through the College Planning Center. We also plan to turn the space being vacated by the Financial Aid Office into an Academic Coaching Center. Finally, we are seeking to provide, through a grant, free English for Health Careers courses for Framingham residents who complete the Framingham Adult ESL program, with the intention of then recruiting such students into our Health Science degree programs.

COMMUNICATIONS

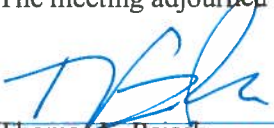
Reports from the Office of Public Safety

The January and February 2019 Clery and State Police Reports were reviewed.

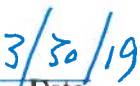
ADJOURNMENT

Motion – Trustee Schmalensee moved to adjourn the meeting and Trustee Juliani seconded. The motion passed unanimously via the following roll call vote: Trustee Clifford - YES; YES; Trustee Hoag – YES; Trustee Juliani – YES; Trustee Lassiter - YES; Trustee Negreli – YES; Chair Peisch –YES; Trustee Schmalensee – YES; and Trustee Tonelli– YES.

The meeting adjourned at 9:55AM.



Thomas E. Peisch
Chairman
Board of Trustees



Date



David Podell
President
MassBay Community College



Date