



**MassBay Board of Trustees Full Board Meeting
Tuesday, May 21, 2019
Alumni Board Room, Wellesley Hills Campus**

Board Members Present: Tim Clifford, Jamie Hoag, Dan Juliani, Matt Kahn, Sandy Lish, Rebecca Negreli, Tom Peisch, and Katherine Tonelli

Others Present: Steve Baccari, Comptroller; 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; Orland Fernandes, Academic Achievement Center Learning Specialist; Debbie Georgopoulos, Executive Assistant to the Vice President for Administration and Finance; 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; Mike Lyons, Chief Information Officer; Lisa MacDonald, Director of Equity Compliance; Susan Maggioni, Dean of Business & Professional Studies; Robert O'Connell, Associate Professor STEM; Vincent O'Connell, Director of Public Safety; David Podell, President; Brian Sherry, SGA Student Trustee, 2019-2020; Mary Shia, Vice President of Institutional Advancement & Alumni Relations; Lisa Slavin, Assistant Vice President for Enrollment Management; and Samaria Stallings, Executive Director of Human Resources

CALL TO ORDER & INTRODUCTIONS

Establishment of Quorum and Introductions

Chair Peisch called the meeting to order and established that a quorum was present. Chair Peisch welcomed and introduced the new Student Trustee for the 2019-2020 academic year, Brian Sherry.

REVIEW AND APPROVAL OF MARCH 30, 2019, MEETING MINUTES

MOTION – Trustee Kahn moved to approve the minutes of the March 30, 2019, meeting and Trustee Lish seconded. The motion passed with one abstention by Trustee Hoag, who was not present at the meeting.

REPORT FROM STUDENT TRUSTEE

Student Trustee Negreli reported the following accomplishments of Student Government Association (SGA) and various clubs:

*The Equality Alliance hosted a Fire and Ice Dance.

*The Business Club put together a Basketball and Dodgeball Tournament and raised close to \$800 for the Hunger Fund.

- *The International Club and Multicultural Mentoring Program held a World Beyond Your Horizons exhibit.
- *The SGA Spring election was very successful.
- *SGA has decided to give foosball tables to the Wellesley and Framingham campuses and a grill to the Ashland campus as class gifts.
- *A DACA scholarship has been established with the help of Vice President Shia, and donations are appreciated and encouraged. In 2018, MassBay had 87 DACA students.

Trustee Negreli closed by expressing how grateful she is for the opportunity to have been seated on the Board and to have been a voice for MassBay students. She was warmly welcomed and has learned a great deal. She is heading to Tufts to pursue her bachelor's degree, something she would not be doing if it were not for the excellent support system she found at MassBay.

FINANCE ITEMS

Vice President Neil Buckley gave the following reports:

FY2019 Budget vs. Actual Comparison Report – April 2019

The College has a positive revenue variance of \$777,000 from budget. As of this reporting period, the College received additional funding from the State for AFSCME wage increases. In addition, Mass Rehab has unexpectedly reimbursed the College for interpreter services in the amount of \$109,000, and DCAMM has released \$364,000 from cell tower revenue generated over the past five years. This represents 40% of the total revenue that is allocated to MassBay based on a state approved formula.

On the expense side of the budget, the cash basis cost of the Early Retirement Incentive Plan (ERIP) is now declining due to full-time benefit salary savings. There is also a positive variance with adjunct faculty costs estimated at \$174,000. Some additional expenses (i.e., fringe benefits, consultants to cover the simultaneous departure of the previous Registrar and Assistant Registrar), have been more than expected, but other expense categories are lower. Page 14 of the binder shows that the College will end the fiscal year with a surplus of between \$244,000 to \$835,000 based on two different predictive methodologies.

MOTION – Trustee Juliani moved to accept the FY2019 Budget vs. Actual Comparison Report for the period ending April 30, 2019, and Trustee Hoag seconded. The motion passed unanimously.

Contracts Report – April, 2019

JNB Associates has been hired to help with fundraising for the construction of the new Framingham Health Science Building and other capital projects.

Student Accounts Receivable and Cash Reports - April, 2019

In a year to date comparison, Student Accounts Receivables are up \$282,000 for the summer. The Summer registration period opened much earlier this year.

As of this reporting period, the College's cash position has improved by nearly \$273,000 over last year.

FY2020 College Operating Budget and Proposed Student Fee Increase

At the start of the meeting, Student Trustee Negreli provided feedback on next academic year's proposed student fee increase reflective of the student point of view. According to a survey by the Education Advisory Board (EAB), approximately 40% of students nationwide turned down their first choice of college because of financial concerns. She expressed concern about the effect a fee increase would have on students' finances, but she acknowledged the College's need for additional revenue. She asked if tenured faculty, instead of adjunct faculty,

would be increased by this proposal, and also why fees would be increased if the College has a cash surplus on hand.

President Podell indicated that the budget was drawn up based on conservative assumptions. The College continues to experience a decline in enrollment (likely 7% in the upcoming year), given the robust economy, low unemployment rate, and not admitting a new class to the ADN Nursing program. This last factor affects enrollment of students who are seeking to enter the program and are taking prerequisite courses. Further, State appropriations are also unknown as the State's budget process is still in progress and will be concluded in August. He noted that the College's budget proposal was drawn up with a sharp eye on the Strategic Plan goals. In order to balance the budget, the administration is seeking approval by the Board of Trustees for a fee increase of \$6 per credit hour. While we are concerned about the burden this places on students, we also cannot cut back on services, and the proposed increase address this need.

Data regarding fees and tuition at other community colleges was reviewed. Last year MassBay was the only Massachusetts public college that did not increase its student fees. Even with the proposed increase, MassBay would still be on the lower end of fees charged. (We would be ninth on the list.) Assistant Vice President Slavin does not think the increase would impact enrollment. The impact for the average student would be \$36-\$54/semester. For our many Pell Grant recipients, much of the increase would be covered.

MOTION– Trustee Kahn move to accept the FY20 College Operating Budget and Proposed Student Fee Increase and Trustee Juliani seconded. The motion passed with all in favor with the exception of Trustee Negreli who voted against.

Review of Audit Schedule

Vice President Buckley reviewed the schedule for the College, the Foundation and federal funds (Uniform Guidance Audit).

PERSONNEL ITEMS

President Podell reviewed the Personnel Actions and Recruitment reports.

Recommendations for Tenure

President Podell recommended the following individuals be granted tenure:

Perry Beardsley, Associate Professor, Humanities & Social Sciences
Caryl Casson, Assistant Professor, Humanities & Social Sciences
Luz Castro, Senior Admissions Counselor, Admissions
Patricia Eisenhauer, Associate Professor, Science, Technology, Engineering & Mathematics
Judith Elliston, Associate Professor, Science, Technology, Engineering & Mathematics
Alan Goldman, Associate Professor, Humanities & Social Sciences
Kara Lucciola, Professor, Business & Professional Studies
Sean McCarthy, Reading & Writing Learning Specialist, Academic Achievement Center
Giuseppe (Tony) Sena, Associate Professor, Science, Technology, Engineering & Mathematics

MOTION – Trustee Lish moved to accept the recommendations for tenure as presented, and Trustee Clifford seconded. The motion passed with all in favor with the exception of Trustee Tonelli who voted against.

Trustee Juliani recognized Deb Georgopoulos for receiving the John F. McKenzie Leadership Award at this year's Commencement.

COMMENCEMENT

Vice President Hunter presented the Preliminary Roster of Graduates for the May 23, 2019, Commencement. The number of graduates is similar to last year (over 700). Framingham Mayor Yvonne Spicer will be this year's keynote speaker.

MOTION –Trustee Lish move to accept the Preliminary Roster of 2019 Graduates and Trustee Hoag seconded. The motion passed unanimously.

ENROLLMENT REPORT

Assistant Vice President Slavin reported that Summer enrollment is down 1.8% and Fall is down 5% from last year, but it is still early.

DASHBOARD

Vice President Jackson reviewed the latest Institutional Dashboard. Chair Peisch stated that Dr. Jackson has established herself as a leader in the Higher Education industry for this tool.

FOUNDATION REPORT

Vice President Shia reported the following:

*The End of Year appeal was mailed on May 15.

*The One Family Scholarship application is opening on June 3. This scholarship pays all expenses including books and a stipend. We currently have 11 students in the program.

*The Alrays Scholars Program contacted us regarding scholarships for students from Boston who have just one or two semesters left to graduate who have not returned to college because of finances. MassBay has over 1,000 students who could qualify. Dr. Moore and his team of coaches is leading this effort. The first deadline is June 1.

*The feasibility study for the capital campaign has been completed. As of May 1, we are in the Quiet Phase. Our goal is to raise \$8 million. When we reach \$4 million we will go into the public phase of the campaign.

ELECTION OF VICE CHAIR

Chair Peisch nominated Trustee Juliani to continue to serve as Vice Chair of the Board through May 2020, even though Trustee Juliani's term has expired. No other nominees were put forward.

MOTION – Trustee Peisch moved to nominate Trustee Juliani as Vice Chair and Trustee Lassiter seconded. The motion passed with all in favor.

BOARD COMMITTEE REPORTS

Student Success

Trustee Clifford reported that the AIM (Math) and English preparatory courses have had a positive impact. AIM students go into higher level Math, the majority of them moving beyond developmental courses and into college-level courses. The Summer STEM Starter Academy will begin soon. Trustee Juliani pointed out that these programs differentiate MassBay Community College from other community colleges.

Presidential Evaluation

Trustee Hoag expressed gratitude to Trustee Schmalensee and Executive Director Britton for their efforts in working on the Presidential Evaluation survey. The deadline for submission of the evaluation to the Department of Higher Education is June 30. He acknowledged the 100% response by the Board of Trustees and also strong response from the internal and external community

EXECUTIVE REPORTS

Board Chair

Chair Peisch reported the following:

*A new Trustee has been appointed. Ms. Liliana Silva, Vice President of Operations and Patient Access at East Boston Neighborhood Health Center, will be sworn in soon. Chair Peisch intends to meet with her as soon as possible.

*Commencement is Thursday May 21.

*Chair Peisch and President Podell have submitted a proposed presentation at the ACCT Conference in San Francisco in October. The presentation will highlight the College's partnerships with Keefe Tech High School and Framingham State University.

President

President Podell reported the following:

*The contract with the MCCC faculty and professional staff union is in negotiation. Disagreements between the two parties have led to the MCCC faculty and staff going on "work to rule". He is optimistic that the issues existing between the parties will be resolved soon.

*MassBay was recently the victim of a ransomware attack on the finance portion of the College's IT system. Fortunately, the College was able to restore its system within one day. We reported the incident to the authorities. MassBay's IT Department, led by Mike Lyons, did a great job in dealing with this attack.

*Governor Baker's Chief of Staff and Carol Gladstone of DCAMM are meeting today about the College's need for an additional \$20 million to construct the Health Sciences building.

*Many events, including Evening of Excellence and IMPACT Awards, have been occurring in the past few weeks. Our staff have worked tirelessly to make these events memorable for the students and their families. As always, our students' stories are inspirational and moving.

COMMUNICATIONS

The March and April 2019 Clery and State Police Reports were reviewed.

ADJOURNMENT

MOTION – Trustee Lish moved to adjourn the meeting and Trustee Hoag seconded. The motion passed unanimously.

The meeting adjourned at 9:55AM.

 6/11/19

Thomas E. Peisch
Chairman
Board of Trustees

Date

 6/11/19

David Podell
President
MassBay Community College

Date