

**Minutes of the MassBay Community College Board of Trustees Meeting  
Tuesday, February 7, 2023, by Webex and Facebook livestream from 8:00 to 10:00 am**

**Board Members Present:** Tobey Choate, Katarina Cipriano, Matt Kahn, Sandy Lish, Ilissa Povich, Rod Sanz, Diane Schmalensee, Lili Silva, and Wendy Vincent

**Board Members Not Present:** Mikael Pyrtel, Dune Thorne

Trustee Cipriano arrived at 8:10 am, and Trustee Lish departed at 8:50 am.

**Guests Present:** Stephen Hibbard, Foundation Board Member; Adam Nelson, Director of Athletics; Fielding Vaughn, Associate Director of Athletics; Radley Theolien, student, President of Unified Basketball

**Staff Present:** Yvonne Anthony, Director of Grants Development; Steve Baccari, Comptroller; Elizabeth Blumberg, Vice President for Student Development and Dean of Students; Karen Britton, Executive Director, Office of the President; Liz Borg, Capital Campaign Director; Lynne Davis, Dean of Health Sciences; Mishawn Davis-Eyene, Executive Director of Development; Joe DeLisle, Director of Public Safety; Phil DiBlasi, Director of Public Safety; Marcus Edward, Vice President for Finance and Administration; Catherine Gildae, Assistant Dean for Institutional Effectiveness; Courtney Jackson, Vice President for Academic Affairs and Provost; Chitra Javdekar, Dean of STEM; Nina Keery, Dean of Humanities and Social Sciences; Chris LaBarbera, Assistant Provost; Michael Lyons, Chief Information Officer; Lisa MacDonald, Director of Equity Compliance; Sue Maggioni, Dean of Business and Professional Studies; Lynn Moore, Chief Diversity Officer; David Podell, President; David Protano, Dean of Automotive Technology; Lisa Slavin, Associate Vice President for Enrollment Management; Jeremy Solomon, Associate Vice President for Institutional Advancement, Marketing, and Communications; Samaria Stallings, Assistant Vice President for Human Resources; Richard Williams, Associate Dean for Student Success

Chair Schmalensee opened the meeting and declared that a quorum was present.

President Podell reported from the ACCT Conference in Washington, DC that he and many of the other Massachusetts Community College Presidents and some Trustees are attending. Later this morning, he will be meeting with Senator Markey and Congresswoman Clark. In the afternoon, he is going to the White House to meet with the Advisor for Cybersecurity Education and Workforce Training. Betsy Neptune, the wife of Anthony Neptune, one of MassBay's former students and now an employee, helped make this connection, which is a very helpful opportunity for MassBay.

## **INTRODUCTION OF NEW TRUSTEE TOBEY CHOATE**

Chair Schmalensee introduced new Trustee, Tobey Choate, whose professional background includes insurance and consulting. Trustee Choate reported that he is honored to be part of the MassBay Board of Trustees and is a big supporter of community colleges as a great equalizer, and in particular MassBay for the jobs it helps students find. Professionally, he has worked at Mass Medicaid, Arthur D. Little, and is now involved in college coaching, first with College Coach and currently with Examity, an online proctoring business with a focus on higher education. He is currently building a teletherapy business and is also a Commissioner on the State Board Insurance Commission. He grew up in Winchester and is married with two sons and a dog. He tries to stay physically fit and enjoys Cape Cod and traveling.

## **PRIOR MEETING MINUTES**

**MOTION:** Trustee Povich moved to approve the minutes of the December 13, 2023, meeting, as amended, and Trustee Vincent seconded the motion.

The motion passed via the following roll call vote: Trustee Choate – ABSTAINED; Trustee Cipriano – YES;

Trustee Kahn – YES; Trustee Lish – YES; Trustee Povich – YES; Trustee Sanz – ABSTAINED; Chair Schmalensee – YES; Trustee Silva – ABSTAINED; Trustee Vincent – YES

## **BOARD COMMITTEE REPORTS**

### **Finance and Administration (F&A)**

Committee Chair Kahn turned over the report to President Podell and Vice President Edward.

#### **Finance Items**

#### **FY2023 Budget vs. Actual Comparison Report**

Vice President Edward reported that MassBay is within budget in terms of both revenue and expenses.

##### **Revenue**

Fall 2022 enrollment was better than projected. The College budgeted for a 5% decline, and enrollment for fall semester was down 2.4%, resulting in a positive variance in terms of Tuition & Fees.

Contracts, Commission and Other Revenue shows a positive variance due mostly to interest income from the Massachusetts Municipal Depository Trust (MMDT), whose current rate is 4.5%. This line also includes the Transitional Scholars coaching fee, rebates the College receives from Bank of America, commissions from the bookstore, cell tower payments, and revenue from space rentals.

In terms of Investment Spending, MassBay had budgeted \$700,000 to draw from investments, which equates to 3.5% of the \$20 million invested. A \$350,000 drawdown (50%) was taken in January, which will be reflected in the January 2023 report. The \$700,000 will be spent on new or growing academic programs, initiatives that improve retention, and expenses for the new building.

##### **Expenses**

The majority of variances are due to timing.

**MOTION:** Trustee Kahn moved to approve the Budget vs. Actual Comparison Report, and Trustee Lish seconded the motion.

The motion passed via the following roll call vote: Trustee Choate – YES; Trustee Cipriano – YES; Trustee Kahn – YES; Trustee Lish – YES; Trustee Povich – YES; Trustee Sanz – YES; Chair Schmalensee – YES; Trustee Silva – YES; Trustee Vincent – YES.

#### **Student Accounts Receivable and Cash & Investment Comparison Reports**

Vice President Edward reported that Student Accounts Receivable is up \$152,000 (3%). Factors affecting this increase include the following:

\* CARES or Higher Education Emergency Relief Fund (HEERF) funds were no longer available to help students to pay their balances.

\*The timing of Financial Aid Disbursements.

\*For students owing balances, transcripts are not withheld, as per our current policy.

\*The minimum balance owed before holds are placed on student accounts increased from \$50 to \$150.

\*MassBay utilizes Intercept, a state collection program, to try to collect receivables. An individual state tax refund is withheld and remitted to MassBay should the individual owe the College money.

### **Cash & Investment Position by Month**

MassBay is in a good position financially. Its cash balance is \$30 million, a decrease of approximately \$1.8 million when compared to the prior year. The large fluctuations are due primarily to timing of financial aid draw downs and grant receipts year-to-year. The College received about \$750,000 for capital campaign money from the Foundation in September, bringing up its balance from prior year. The large change between October and November was due to the timing of financial aid draw downs, and December's drop was due to not receiving HEERF funding in the current year.

### **Investment Items**

#### **Portfolio Overview as of December 31, 2022**

At the end of December, MassBay had a balance of \$20.4 million compared to a balance of \$21.1 million at the end of November, which represented an unrealized loss of \$697,000 for the month. The market did better in January, so it is anticipated that the College will make up much of this lost value. It was noted that Prime Buchholtz invests our funds in five "buckets", and our investment portfolio is monitored daily.

### **Personnel Items**

Executive Director Stallings reported the following:

#### **Personnel Actions Report**

New hires include:

\*Mary Barton, Administrative Assistant II in the Office of Financial Aid

\*Denise Grant, Associate Professor of Biology in the Division of Science, Technology, Engineering, and Mathematics

#### **Employees in A New Role include:**

\*Rebecca Aldrich, Police Captain, Office of Public Safety

\*Rhian Waterberg, Senior Associate Director of Admissions, Admissions Office

\*Mary Katie Cronmiller, Academic and Transfer Counselor, Center of Academic Advising, Coaching, & Transfer,

President Podell explained that one of our Campus Police Officers left to work for a municipality. The Boston Police Academy is hiring at a competitive rate, and as a result, MassBay is attempting to make adjustments in the salaries of Campus Police Officers.

### **Recruitment Report**

The job market continues to be competitive. The Assistant Dean of Nursing postponed her start date to June for personal reasons. Interim Director Jean Dyer will continue to serve in this role until that time, and the Assistant Director for Facilities will begin on February 6, 2023.

## **ENROLLMENT REPORT**

Associate Vice President Slavin reported that spring semester is off to a great start. As of today, MassBay is up 3% in FTE and 5.8% in headcount. Spring Open House will be held on Saturday, April 29, 2023, on the Wellesley campus. Summer Registration opens on Monday, March 6, 2023. Fall Registration opens on Monday, April 3, 2023.

## **FOUNDATION & CAPITAL CAMPAIGN REPORTS**

Foundation Board member Steve Hibbard reported the following:

\*The Foundation Board has a new member, David Kennedy, who has much experience in the financial industry. Mr. Kennedy works for a company in Boston called Columbia Threadneedle Investments, which focuses on debt management, and in particular bonds.

\*There were 633 applicants for scholarships and 145 scholarships were awarded.

\*The Foundation has secured a marathon bib, and all were encouraged to support MassBay's Boston Marathon runner, Liz Cooper, Associate Director for Public Relations at MassBay. One hundred percent of all donations go directly to the General Scholarship Fund to benefit students with emergency or unexpected expenses. <https://www.given.whichgain.com/cc/please-support-massbay-for-the-2023-boston-marathon/>. In addition, the Foundation is raising funds for the general scholarship fund for the Marathon as well.

\*RFPs for a new investment manager have been sent out, and one proposal is from Prime Buchholtz.

Capital Campaign Director Borg reported that MassBay is making progress on the campaign. The College is at \$4.6 million of its \$5 million goal and also needs to raise \$700,000 more, given increased costs. There are two match opportunities, at both the state and federal levels. June 30 is the deadline for a \$1 for every \$2 raised match up to \$333,333. The team is currently bringing on and cultivating new funders, including Fidelity, Bank of America, the Yawkey Foundation, and Abvie. She thanked all Foundation Board members and Trustees who have helped make connections, acknowledging many that Trustee Lish has facilitated. President Podell will be working on an op-ed with Larry Summers. The Alumni campaign is progressing, and there will likely be a ribbon cutting in December.

## **SPECIAL REPORT**

### **Athletics**

President Podell introduced Adam Nelson, Director of Athletics, to share the activities the Athletics department is doing to bring in and support students as well as provide opportunities for students. Director Nelson gave a presentation (attached), including the following:

\*The number of MassBay sports teams has greatly increased, especially for women, in part due to the MassBayGo app.

\*The goal of the Athletics Department is not only to recruit and retain, but also to elevate its students. New gear has been purchased, which all athletes are wearing and has built community significantly. In addition, the College's social media presence has increased, and all games are now livestreamed.

\*Many more students have made the Region 21 Directors Academic Honor Roll.

\*MassBay's E-sports program is the best one at the community college level in New England. Thanks to the Facilities department, one of the computer labs is now an E-sports lab.

\*MassBay is the first New England college to start a Unified Sports program, which brings together athletes with and without intellectual disabilities to train and compete on the same team. Director Nelson introduced Radley Theolien, one of MassBay's students, who has led this effort for Unified Basketball. He is President of the team, a Transitional Scholar, and Student of Color Ambassador. Mr. Radley spoke to the Trustees about his experience when he first came to MassBay and how much he has experienced and grown since. His words were informative, inspiring, and thoughtful.

## **EXECUTIVE REPORTS**

### **Student Trustee**

Student Trustee Cipriano reported the following on behalf of Student Government Association:

\*The Wellesley campus has great energy now that the semester is in full swing. A Valentine's Day card decorating event will be held this month.

\*In the Post 9-11 GI bill, not enough funding was given for housing, and SGA has been making an effort to change this, among a number of issues it is addressing.

### **Board Chair**

Chair Schmalensee reported the following:

\*COVID has been with the College for almost three years. The first in-person Board of Trustees meeting will be held on May 23 and followed by campus tour. Webex will be option as well.

\*Trustees were encouraged to register for the upcoming Equity Leadership Series, part of the Racial Equity and Justice Institute (REJI) and sponsored by Bridgewater State University. Most of the sessions are remote, and the final one is in person.

### **President**

President Podell reported the following:

\*All Trustees were encouraged to attend the ACCT conference next year.

\*This year's Professional Development Day was held in person. Paul Hernandez, author of The Pedagogy of Real Talk and senior advisor to Achieving the Dream, gave the keynote, followed by various breakout sessions, and including an Employee Recognition ceremony. Awards were given to Professors Tom Niemi (full-time) and Karen Nardone-Lemons (part-time) for Distinguished Teaching; Professor Moussavi for Distinguished Scholar; and Paul Bresnick of Facilities for Distinguished Achievement. In addition, Professor John Perkins was acknowledged for 40 years of teaching, and Lynn Hunter returned to campus for recognition of her retirement.

\*COVID protocols at MassBay have recently changed. Masking is now optional. The Community College Presidents are discussing future requirements.

\*A group of faculty will be visiting the new Framingham campus tomorrow. The College is preparing for the move, looking at the many factors and logistics involved in the transition. The Framingham School Board has approved extending the lease, and MassBay can remain in the Farley School building until December 31, 2023.

\*Meetings have begun regarding a second new building, the Student and Cyber Education Center. An architect from Perkins Eastman is working with Massachusetts State College Building Authority (MSCBA) on a conceptual design.

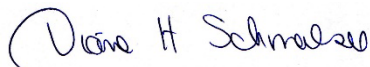
\*Governor Healey is promoting Mass Reconnect, a new program that would provide free tuition and fees for Massachusetts residents 25 and older who do not have a college degree. Senate President Karen Spilka is promoting free college for all Massachusetts residents. If free college is approved, MassBay would need to consider the amount of funding it receives, given it is next to lowest in fees among the community colleges.

## ADJOURNMENT

MOTION: Trustee Choate moved to approve the adjourn the meeting, and Trustee Silva seconded the motion.

The motion passed via the following roll call vote: Trustee Choate – YES; Trustee Cipriano – YES; Trustee Kahn – YES; Trustee Povich – YES; Trustee Sanz – YES; Chair Schmalensee – YES; Trustee Silva – YES; Trustee Vincent – YES.

The meeting adjourned at 9:34 am.



3/14/23

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Diane Schmalensee, Chair  
MassBay Community College  
Board of Trustees

Date



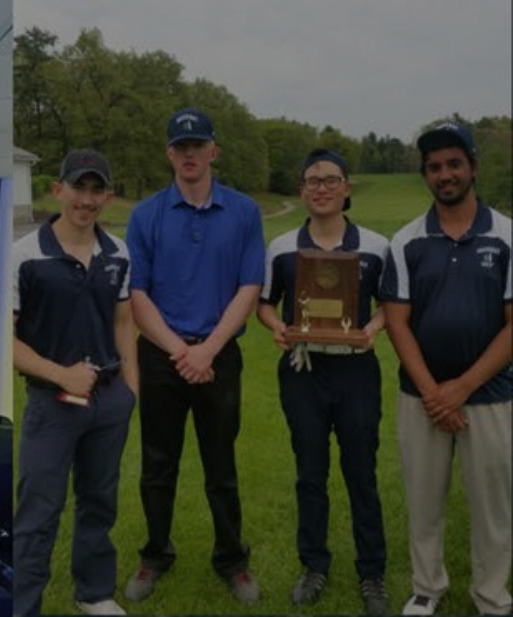
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David Podell, President  
MassBay Community College

Date





# *MassBay Athletics, Recreation & Wellness*





## **Varsity Sports**

**Men's Basketball**  
**Women's Volleyball**  
**Men's Cross Country**  
**Women's Cross Country**  
**Men's Golf**  
**Women's Golf**  
**Esports (co-ed)**  
**Unified Sports (co-ed)**

## **Recreational Activities**

**Indoor Futsal**  
**Virtual Yoga**  
**Intramural Volleyball**  
**Pick-up Basketball**  
**Personal Trainer**  
**Updated RWC**





# **MassBay Athletics Philosophy**

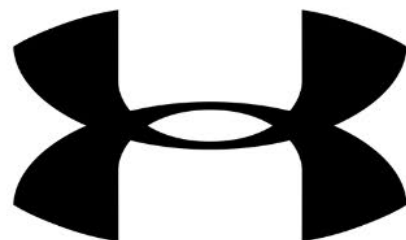
**Promote Academic Success**

**Build Community**

**Recruit, Retain, Elevate**



# Branding / Outfitting

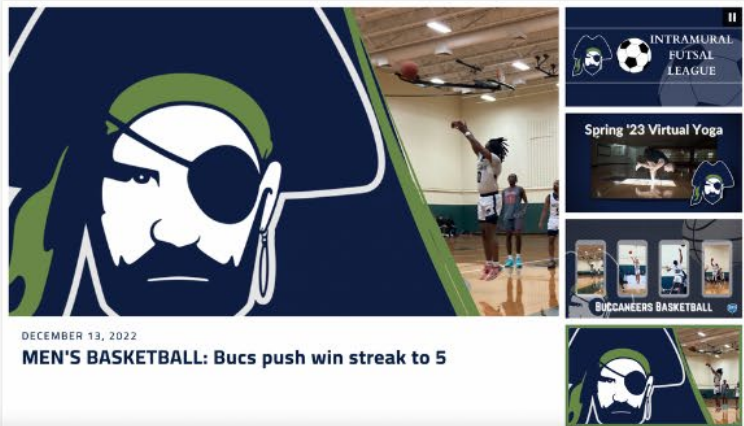


**UNDER ARMOUR**



**BSN SPORTS**

# Website



# Media / Social Media







## Mason Lawson | #14 | G | MassBay Community College

GP	PTS/G	FG %	3PT %	FT %	REB/G	
16	13.9	50.3	39.5	72.2	5.9	5.1

Player Profile	Game Log	Career Stats	Split Stats
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CENT GAMES	
14	at Southern Maine CC
19	at Massasoit Community College <a href="#">L, 83-81</a>
1	Quinsigamond Community College <a href="#">W, 77-60</a>
	at Bunker Hill Community College <a href="#">L, 80-62</a>
	at Holyoke Community College
	Bristol Community College <a href="#">W, 93-74</a>

STATISTICS CATEGORY	OVERALL	CONF
Games	16	15
Games started	15	14
Minutes	16	15
Minutes per game	1.0	1.0
FG	84-167	73-150
FG Pct	50.3	48.7
3PT	15-38	14-35
3PT Pct	39.5	40.0
FT	39-54	38-51
FT Pct	72.2	74.5
Off rebounds	30	29





ROCKET LEAGUE: MassBay takes on Lakawanna College tonight in NJCAA Match of the Week.

WATCH LIVE at 7pm

[gomassbaybucs.com/general/NJCAAe...](http://gomassbaybucs.com/general/NJCAAe...)



Bucs win!

MassBay improves to 8-0 at home with a 93-74 win over

[@BayhawksMball](#).

The Bucs return to action Saturday - 12pm vs [@STCCSpringfield](#) at UMass Mt. Ida.



# GAMEDAY!



18 likes

[massbayathletics](#) **GAMEDAY !!**  
MassBay hosts [@qcc\\_mbb](#) today - 1pm tip.



**GAME DAY !!**

Women's Volleyball travels to [@Quinsig](#) for their season opener tonight - 6:30pm start.

GO BUCS!  
[#NJCAA](#) [#Region21](#)



**MEN'S SOCCER:** Hichos, Leone earn All-Region honors

Full release

[gomassbaybucs.com/general/Men-s...](http://gomassbaybucs.com/general/Men-s...)

2022 Men's Soccer All-Region



Simon Hichos  
1st Team



Mario Leone  
2nd Team



Counting down  
MassBay (7-3) travels to Roxbury (10-1) for a BIG-TIME Region 21 match-up tonight.



# GAME DAY!



at **RCC**



@massbayathletics



@MassBayBucs



MassBay Buccaneers Athletics  
@MassBayBucs

Watch Women's Volleyball LIVE tonight on Local Sports Productions (7pm start).

[youtube.com/c/LocalSportsP...](http://youtube.com/c/LocalSportsP...)

WATCH LIVE TONIGHT!







# Region 21 Athletic Directors Academic Honor Roll



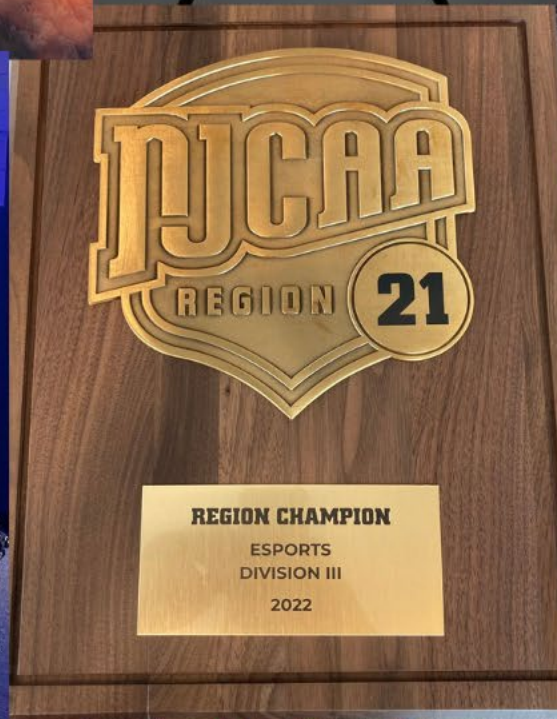


# Esports



 **ROCKET LEAGUE**  
*FINAL SCORE*

	3
	0





## *MassBay Buccaneers*



Special Olympics Unified Sports brings together athletes with and without intellectual disabilities to train and compete on the same team.

A primary goal of Unified Sports is to equalize the ability level of Special Olympics athletes with their partners and to promote inclusion through team practice and competition.





# Radley Theolien

