

**MASSASOIT COMMUNITY COLLEGE
MEETING OF THE BOARD OF TRUSTEES
WEDNESDAY, FEBRUARY 21, 2024
Massasoit Community College
Louison Board Room, Brockton
6:00 p.m.
*Approved March 20, 2024***

Attendees: Bonnie Blackler, Eshita Chakrabarti, Tom Carroll, Jim Dunphy, Kacey Hilton-Gilleo, Laura Lawson, Steve Murphy, Ann Sullivan, Kate Welch

Absent: Eval Silvera

The meeting was called to order at 6:00 p.m.

Chairman's Report

Chair Carroll welcomed everyone to the meeting. Thank you to Professor Paul Weeden and the culinary students for the wonderful culinary lunch that he attended. The Evening of Champions will be held on Saturday, March 23 and we welcome all to attend. On behalf of the Board, the Chairman thanked the Strategic Planning Committee which was led by Dr. Gail Gibson Sheffield and Dr. Lydia Dodson. The five goals that are articulated in the plan will transform this College in the next five years. The real work lies ahead, and we encourage President DiPasquale and the Committee to update the Board on a quarterly basis. February is Black History Month. Chair Carroll commends the College for the many events hosted throughout the month to celebrate the extraordinary achievements and contributions of black individuals. In the Fall of 2023, Massasoit introduced the Black Studies program thanks to the efforts of Dr. Carine Sauvignon. The courses in this major explore the culture, history, and rich heritage achievements of Blacks in America.

Presidents Report

President DiPasquale held a moment of silence for the passing of Jamie Sheffield, husband of Dr. Gail Gibson Sheffield. President DiPasquale thanked Chair Carroll for his opening comments. He shared the Spring 2024 enrollment numbers as of February 19, 2024: headcount is +10.9% at 4,928 and credits are up +12.6% at 42,264. Student statistics for this semester include 20% new students, students over 30 up 19.2%, students over 40 up 28.4%, students over 50 up 22.7%, Haitian students up 24.4%, Cape Verde students up 14.8%, Black students up 11.3%, Hispanic students up 14.9%, Asian students up 14%. Black History Month is filled with many events including the Rose Conservatory, Speaker Series with Jazzmy Red and Skubie Mageza. Other events included: a Human Trafficking Awareness event which was heavily attended, Basketball Spirit Games, and a Polar Plunge hosted by the Massasoit Police Department, that raised \$6,500 for Special Olympics. Professional Development Day was held on Thursday, February 15 and attended by over 150 staff and faculty. Everyone came together to discuss the Strategic Plan and because of this the Board has received an addendum to the Strategic Plan. We have incorporated a few changes into the plan, but the goals did not change. The President described the day as a hefty morale of positivity. March is Women's History Month, and we will celebrate with numerous events including films and speakers. Our Evening of Champions event will be held on Saturday, March 23. Jayne Kelleher, Foundation member, spoke about supporting the General Scholarship Fund at the Evening of Champions on Saturday, March 23.

Alumni Report

The Alumni association is working on the dissolution of the current Alumni association.

Student Trustee Report

Student Trustee Hilton-Gileo reported that the Student Senate and Student Life collaborated selling chocolate for Valentine's Day and raised \$200. The Student Senate is co-sponsoring with Student Life a day of service trip to Keeping Pace with Multiple Miracles on March 20. Student Life will open nominations for the Massasoit Key Award on February 26.

Consent Agenda.

A motion was made by Trustee Dunphy and seconded by Trustee Lawson to approve items 1, 2, 3 and 4 on the Consent Agenda.

The motion passed unanimously.

Request that the Board of Trustees approve the Strategic Plan update.

Dr. Gail Gibson Sheffield updated the Board on the Strategic Plan discussion forums that were held on Professional Development Day. During the forums, facilitated by members of the Strategic Plan Committee, attendees were able to pick two goals of their choice to participate, engage and provide feedback. There was an online survey for staff and faculty that were not able to attend in person. The feedback was collected and will be used as we move forward once the plan is approved. For each goal there is a major focus and strategies to achieve each goal. The strategies are owned by each division of the College that holds the primary responsibility. Our baseline is what we need to know, and the outcome is what we hope will be in place after three to five years. We will be tracking the whole plan through a series of metrics that are about our overall institutional data. Dr. Gibson Sheffield thanked the students, especially Trustee Hilton-Gilleo, for their participation in the strategic plan. One goal, Transformation through Renovation, did not resonate because it is the name of our project. She recommended that Goal 3 change to “Reimagine College Identity” – Massasoit will be known as a hub for innovation, workforce development, and leadership for the region through renovation, communication, programming, and institutional advancement. A new strategy was also added to this goal to strengthen the College’s institutional advancement systems, to build an engaged community of alumni, friends, and supporters of the College capable of meeting fundraising goals for critical projects, scholarships, and programs. Once approved by the Board, the next step will be to send the strategic plan to the Board of Higher Education.

A motion was made by Trustee Chakrabarti and seconded by Trustee Dunphy that the Board of Trustees approve the Strategic Plan Draft to be forwarded to the Board of Higher Education (BHE) for review.

The motion passed unanimously.

Annual Investment Update by CORIENT

Mr. Robert Quinn, CORIENT, thanked the Board for the opportunity to present an update on the investment portfolio. The overall financial goal is to preserve and enhance the inflation adjusted purchasing power over the long term. The investment objective is long term growth while avoiding excessive risk. Over three to five years we will have periods of change in value, some negatively. The real goal is to own high quality diversified investments, so that we are declining at a lower rate than the markets in general. The asset allocation is in 71% stocks, and 29% in bonds and cash. Two years ago, we had increased the equity allocation to 65% and then in April 2023 we increased the equity allocation to 70%.

Request that the Board of Trustees accept from Brigham and Woman’s Hospital a donation of a used Hamilton GF ventilator.

Ms. Denise Logan, Director of Clinical Education for the Respiratory program, announced Brigham and Woman’s Hospital has generously offered to donate to us for use in the classroom, a Hamilton GF ventilator. The estimated purchase price brand new is \$50,000. The only cost associated with this donation would be a \$600 preventive maintenance fee which is included in the current budget.

A motion was made by Trustee Lawson and seconded by Trustee Welch to accept a donation of a used Hamilton GF ventilator.

The motion passed unanimously.

Request that the Board of Trustees approve purchase of 38 Apple 24" iMac - Retina 4.5K display - M3 Chip - 8 Core CPU - 10 Core GPU - 16GB RAM - 512GB SSD– Silver not to exceed \$75,000.

Dr. Carine Sauvignon reported that in preparation of the FY25 budget, IT provides a replacement schedule for all computers in the computer labs. It was identified that the Canton campus required replacements for computers in room 214 and 216 (Networking lab – Networking Specialist Certificate program) 408 and 417 (Mac labs – Visual Arts/Graphic Design). The computers in classrooms 407 and 417 are iMacs with 24 student stations in each room. Due to enrollment trends, it was determined that we would not require all 24 replacements and modified the request to 18 student stations and 1 instructor station for a total of 19 computers in each room. IT received quotes for these replacements which totaled \$73K (38 Apple 24" iMac - Retina 4.5K display - M3 Chip - 8 Core CPU - 10 Core GPU - 16GB RAM - 512GB SSD – Silver).

A motion was made by Trustee Blackler and seconded by Trustee Murphy to approve the purchase of 38 Apple 24" iMac - Retina 4.5K display - M3 Chip - 8 Core CPU - 10 Core GPU - 16GB RAM - 512GB SSD– Silver not to exceed \$75,000.

The motion passed unanimously.

Education and Training Fund Initiative presentation

Dr. Pamela Witcher, Associate Vice President of Academic Affairs, reported on the Education Training Fund. This is an allocation that our state legislators supported in FY23 and FY24. This allocation was dedicated for free training in all 15 community colleges for Massachusetts residents who are unemployed or underemployed. The requirement for this was that all those who were trained would get jobs in the skills that they were learning, or they could go on to get another degree or certificate of their choice. For the two fiscal years, the minimum number of people to be trained at each community college was 75. Dr. Witcher acknowledged the ETF Program Staff: Associate Dean Cheryl Powers, ETF Program Director, Joanne Auguste, ETF Program Coordinator, Saachi Tapse, Stephen Dudek, ETF Outreach Counselor and Monique Twitty, ETF Outreach Counselor. Ms. Joanne Auguste reported that last spring the program launched with an Office Support Specialist and Electrocardiogram Technician certificate. We added an EMT certificate over the summer of 2023 and in the fall of 2024, we added a Phlebotomy Technician certificate. Over the period of March 2023 to December of 2023 we held 8 cohorts with 97 students enrolled with 87 students completed (90%). That 90% of students have gone on to secure jobs in their respective industries or decided to continue their education. Spring 2024 we are offering two Phlebotomy courses, two EKG courses and one EMT class with a total of 49 students enrolled. In all we have enrolled 146 students, which surpasses our goal of training 75 students throughout the year. The Massachusetts Association of Community Colleges (MACC) highlights Massasoit as one of the best ETF programs. On May 13, 2023, we will highlight and celebrate the students currently enrolled in this spring cohorts.

Recommendation that the Board of Trustees accept the FY24 Second Quarter Financial Report

Mr. William O'Neill, Executive Director of Budget & Reporting, reported on the second quarter financial report for FY2024. The College operating fund is at 99.73% of its projected revenue for this year. Expenses remain in line with projections for the approved Spending Plan and are following a presumed linear expense trend. While we have no anomalies, we are focusing on two areas as we progress through the remainder of the fiscal year: our receivable and FT payroll expenses. Our FT payroll expense was higher than expected. This is due to the timing of collective bargaining from the State. Our receivable was also a bit higher due to the timing of fall financial aid dispersed after the start of the new year. We are seeing a larger number of our students applying for aid. For the Revenue and Expense overview we received 61.55% of State Appropriated funds. We were expecting a \$4M allocation to come in December 2023 which did not. We did receive \$1M for collective bargaining. Our operating fund was 99% of projections and we do not foresee any concerns about meeting our revenue goals for the remainder of the year. The College dedicates 5% of the total budget to Capital Adaptation and Renewal projects per the Board of Higher Education requirements. Second quarter projects included: Canton Front Entrance (ADA), Canton parking lot renovations, Canton Honor Garden, Diesel classroom renovation, Fire Alarm B Building replacement, Fuel Tank Building M replacement, FH Multi-

purpose room renovation and the plans for the Campus Police Station renovation. Our operating revenue, which includes the Operating Fund and the State Appropriation, has no concerns. Looking at the second quarter expenditures, full-time and part-time payroll is our biggest expense. Our benefits expense has increased but will level for the remainder of the year. Capital improvements have remained consistent. We are seeing an increase in activity on campus which has resulted in an uptick in Operations.

A motion was made by Trustee Welch and seconded by Trustee Blackler to accept the FY24 Financial Report.

The motion passed unanimously.

A motion was made by Chair Carroll and seconded by Trustee Dunphy to adjourn the meeting at 7:45 p.m.

The motion passed unanimously.

Prepared by:

**Cori Foy
Recording Secretary**

**Thomas E. Carroll, Jr.
Chairman**