

MASSASOIT COMMUNITY COLLEGE
MEETING OF THE BOARD OF TRUSTEES
WEDNESDAY, MARCH 20, 2024
Virtual 6:00 p.m.
Approved April 17, 2024

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

Absent: Steve Murphy

The meeting was called to order at 6:03 p.m.

Chairman's Report

Chair Carroll welcomed everyone to the meeting. President DiPasquale is out on a personal matter. Vice President of Administration/CFO William Mitchell is the Administrator on Duty. The Women's Leadership Initiative hosted numerous events throughout March for Women's History Month. Thank you to Latisha Silvera, Brockton Beer Company, and Esther Tetreault, Trillium Brewing for sharing their journey on becoming a successful entrepreneur. The Evening of Champions will be held on Saturday, March 23, which will help raise funds for the General Scholarship Fund. Commencement will be held on Thursday, May 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 is participating in the Statewide Campus Community Building Week which is focused on educational resources. They are also hosting an event on April 3 to gauge how students are impacted from purchasing textbooks for class. There is a subcommittee researching and learning about open educational resources and how they are accessible to students on campus. On March 20, the Student Senate is going on a day of service to Keeping Pace with Multiple Miracles. On April 5, all nine senate members will attend the Community College Student Leadership Association Conference at Mount Wachusett Community College.

Consent Agenda.

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

Roll Call:

Chair Carroll – yes
Vice Chair Sullivan – yes
Trustee Blackler – yes
Trustee Chakrabarti – yes
Trustee Dunphy – yes
Trustee Hilton-Gilleo – yes
Trustee Lawson - yes
Trustee Silvera – yes
Trustee Welch - yes

The motion passed unanimously.

Recommendation that the Board of Trustees approve the FY23 Single Audit Report presented by Withum.

Vice President of Administration/CFO William Mitchell introduced our audit partner from Withum. Mr. Michael Cosgrove stated that he is reporting on the Single Audit which is different from the financial statement audit. As an external auditor, they audit the federal funds, which includes student financial aid and HEERF funds, through June 30, 2023. They look at and test the eligibility of the students to ensure they were awarded the correct amount and done in a timely manner. There was one finding included in the single audit that was related to the National Student Loan Data System (NSLDS). When a student changes their status of full time to half time or withdraws entirely from the College, the school is required to report that to the NSLDS within certain timeframes. The auditors tested 40 students on that piece and there were 5 that had slightly different timelines and inaccuracies within it. This is the most common finding throughout all Higher Education because timelines are specific and rigid, and it becomes unbelievably challenging for schools. The school put together a corrective action plan to mitigate and reduce the likelihood of this happening in the future. The auditors also tested compliance to the Massachusetts Office of Student Financial Assistant (MOSFA) report, which is tested every three years, on Massachusetts state aid, and there were no findings. Vice President Mitchell added that when there is a finding, as we are required to do so, we come up with an action plan where we create reports and change system processes to minimize or eliminate this finding in the future. Chair Carroll asked how long and complicated this is to fix. Vice President Mitchell responded that it was fixed immediately. Chair Carroll appreciates the attention to detail from the auditors as well as Vice President Mitchell and his team.

A motion was made by Trustee Dunphy and seconded by Trustee Blackler to approve the FY23 Single Audit Report.

Roll Call:

Chair Carroll – yes
Vice Chair Sullivan – yes
Trustee Blackler – yes
Trustee Chakrabarti – yes
Trustee Dunphy – yes
Trustee Hilton-Gilleo – yes
Trustee Lawson - yes
Trustee Silvera – yes
Trustee Welch - yes

The motion passed unanimously.

Request that the Board of Trustees approve an expenditure not to exceed \$1,617,289 (\$526 per square foot), for Construction, Furniture, Fixtures & Equipment, General Conditions, OH, Bonds & Testing Costs, and Contingency costs, related to the creation of the new campus police station on Massasoit's Brockton campus.

Vice President Mitchell reminded the Board that in November 2023 the board approved an expenditure of \$170,000 to engage with an architect, Dream, to start the planning process to renovate the police station. We have been busy planning and are now coming to the Board for approval not to exceed \$1,617,289 (\$526 per square foot). This requires a public bid, and it has not gone out to bid yet. From a budget perspective, \$200,000 to \$250,000 will come from this year's budget. Most of the work will be done in the fiscal 2025 budget and we are currently working with the senior team to finish the FY 25 budget in preparation to bring it to the Board. The FY 25 budget will include this amount as part of our planned expenditures. This is a renovation to the old bookstore across the hall from the existing police station. This is a much-needed renovation for the police to do their job and to continue community policing when engaging with students, faculty, and staff. Most of the work will be completed over the summer of 2024. Chair Carroll asked if this funding would affect the expenditure to bring the Technology building back online? Vice President Mitchell responded that from a financial perspective the T building would be utilizing state deferred maintenance money and would not impact this request. Chief Cummings also stated he and his team are very excited about the new space, moving the campus into the future and the possibilities of servicing the campus community.

A motion was made by Vice Chair Sullivan and seconded by Trustee Blackler to approve an expenditure not to exceed \$1,617,289 (\$526 per square foot), for Construction, Furniture, Fixtures & Equipment, General Conditions, OH, Bonds & Testing Costs, and Contingency costs, related to the creation of the new campus police station on Massasoit's Brockton campus.

Roll Call:

Chair Carroll – yes
Vice Chair Sullivan – yes
Trustee Blackler – yes
Trustee Chakrabarti – yes
Trustee Dunphy – yes
Trustee Hilton-Gilleo – yes
Trustee Lawson - yes
Trustee Silvera – yes
Trustee Welch - yes

The motion passed unanimously.

A motion was made by Vice Chair Sullivan and seconded by Trustee Dunphy to adjourn the meeting at 6:26 p.m.

Roll Call:

Chair Carroll – yes
Vice Chair Sullivan – yes
Trustee Blackler – yes
Trustee Chakrabarti – yes
Trustee Dunphy – yes
Trustee Hilton-Gilleo – yes
Trustee Lawson - yes
Trustee Silvera – yes
Trustee Welch - yes

The motion passed unanimously.

Recorded by:

**Cori Foy
Recording Secretary**

**Thomas E. Carroll
Chairman**