

**MASSASOIT COMMUNITY COLLEGE
MEETING OF THE BOARD OF TRUSTEES
WEDNESDAY, JUNE 18, 2025
Louison Board Room
Brockton, MA**

*APPROVED
September 17, 2025*

Attendees: Bonnie Blackler, Eshita Chakrabarti, Jim Dunphy, Kacey Hilton-Gilleo, Carl Kowalski, Laura Lawson, Kate Welch

Absent: Tom Carroll, Eval Silvera

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

Roll Call:

Trustee Blackler – yes

Trustee Chakrabarti – yes

Vice Chair Dunphy – yes

Trustee Hilton-Gilleo – yes

Trustee Kowalski - yes

Trustee Lawson - yes

Trustee Welch – yes

Chairman's Report

Vice Chair Dunphy thanked Trustee Hilton-Gilleo for serving on the Board for the past two years and wished her well.

President's Report

President Mitchell welcomed everyone to the meeting. The BRIGHT Act (Build Resilient Infrastructure to Generate Higher education Transformation) is a bill that Governor Healey filed to provide \$2.5B capital for public higher education. President Mitchell, along with the Secretary of Administration and Finance and multiple elected officials, served on this committee. He testified in front of the Joint Higher Education Committee in support of the BRIGHT Act. The task was to look at ways that we could use the millionaire's tax fund for certain capital expenditures in higher education. The Board of Higher Education is discussing a proposal put forth by Merrimack College to earn a bachelor's degree with less than 120 credits. There has also been discussion on community college granting bachelor's degrees. President Mitchell previously briefed the Board on risk coming out of Washington particularly the Big Beautiful Bill, Pell and Trio. In the Federal House budget there was a reduction in Pell of \$1,750 per student. Good news came from the Senate that they have undone or are doing something different than what the Federal House put forward. Our TRIO program currently serves 700 students totaling \$600,000 from grants. The full-time TRIO staff who serve these students will be funded through the upcoming fiscal year. We will re-evaluate once we begin the Fiscal 2027 budget. Fraudulent financial aid issues continue. It is estimated that 20% of college applications could be fraudulent.

Mr. Jim Craig was recently inducted into the National Junior College Athletic Association Hall of Fame. He had played his first year of collegiate hockey at Massasoit. President Mitchell accepted this award on behalf of Mr. Craig in Charlotte, NC in June 2025.

We recently interviewed four finalists for the Chief Diversity Officer position. Unfortunately, the person we offered the job to did not accept due to the salary.

Massasoit hosted the Federal Affordable and Public Housing forum on campus which included Congressman Stephen Lynch, Congresswoman Ayanna Pressley, both from Massachusetts, and Congressman Emanuel Cleaver, representing Missouri.

The historic groundbreaking ceremony for the Science building will take place on July 16.

Student Trustee Report

Trustee Hilton Gilleo thanked the many people who supported her through her journey at Massasoit. She thanked the Communications department for their help designing a student Senate logo. In Student Life, the Engage app is in its final stage of development and is hoping to launch in August.

Foundation Report

President Mitchell reported that he is bringing a group of alumni together to plan a fall event. Jayne Kelleher, Foundation member, has agreed to Chair the Alumni Committee.

Consent Agenda

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

Roll Call:

Trustee Blackler – yes
Trustee Chakrabarti – yes
Vice Chair Dunphy – yes
Trustee Hilton-Gilleo – yes
Trustee Kowalski - yes
Trustee Lawson - yes
Trustee Welch – yes

The motion passed unanimously.

Recommendation that the Board of Trustees approve sabbatical leave for the Spring 2026 semester to Sawsan Zahara, Professor and Lisa Coole, Associate Professor presented by Rita Jones Hyde, Interim Vice President and William Mitchell, President

President Mitchell and Vice President Jones-Hyde stated that sabbaticals give our faculty an opportunity to explore and research something that they are interested in that will eventually help the college. There is a sabbatical committee which is a peer review committee. Dr. Sawsan Zahara, Elementary Education within the Division of Behavior Science, Public Service and Education plans to research and develop a Secondary Education associate degree program. Dr. Lisa Coole, Associate Professor within the Liberal Studies and the Arts Division, is to conduct qualitative and quantitative research on student persistence and retention.

A motion was made by Trustee Hilton-Gilleo and seconded by Trustee Kowalski to approve sabbatical leave for the Spring 2026 semester to Dr. Sawsan Zahara, Professor and Dr. Lisa Coole, Associate Professor.

Roll Call:

Trustee Blackler – yes
Trustee Chakrabarti – yes
Vice Chair Dunphy – yes
Trustee Hilton-Gilleo – yes
Trustee Kowalski - yes
Trustee Lawson - yes
Trustee Welch – yes

The motion passed unanimously.

Recommendation that the Board of Trustees approve an expenditure not to exceed \$70,000 with Fisher Bus Inc. for charter transportation services for the college's athletic teams and student groups. The term of the contract will be for the period of July 1, 2025, through June 30, 2026, with the option to extend for four additional one-year terms in an amount not to exceed \$280,000 presented by William O'Neill, Vice President for Administration/CFO

Mr. William O'Neill, Vice President of Administration/CFO stated that the charter transportation will serve athletic teams and student life. Fisher Bus Inc. is highly recommended by several institutions. The term of the contract is for one year with the option to extend it for four additional years.

A motion was made by Trustee Chakrabarti and seconded by Trustee Welch to approve an expenditure not to exceed \$70,000 with Fisher Bus Inc. for charter transportation services for the college's athletic teams and student groups.

Roll Call:

Trustee Blackler – yes

Trustee Chakrabarti – yes

Vice Chair Dunphy – yes

Trustee Hilton-Gilleo – yes

Trustee Kowalski - yes

Trustee Lawson - yes

Trustee Welch – yes

The motion passed unanimously.

Presentation and recommendation that the Board of Trustees approve an expenditure of \$441,324 for the purchase of Technolutions' Slate CRM, Ellucian Data Connect middleware, and implementation services by Ferrilli presented by Joseph Harris, Interim Vice President for Student Services and Enrollment Management and William Morrison, Chief Information Officer (vote needed).

Mr. William Morrison, Chief Information Officer and Mr. Joseph Harris, Interim Vice President of Student Services & Enrollment Management, provided a brief update on two previous projects, and a proposed third technology intensive enrollment initiative that the college has planned for this fiscal year.

Mr. Morrison stated numerous platforms play a role in the enrollment software ecosystem. Currently in place to attract and recruit prospective students we utilize WordPress, Site improve, Third party plug-ins, Constant Contact, Mainstay and Hosted forms. Two initiatives we plan to undertake this year, Content Management System (CRS) and Customer Relationship Management (CRM), will replace most of those platforms to improve our operational effectiveness.

Mr. Harris reported that previously, the board approved the modern campus Content Management System (CRS). This is a website design update necessary to adapt to the new and improved platform. The vendor is now building our new site, plans to test in September and launch in production before the end of the calendar year. This platform brings greater stability, operations efficiency and increased security. Similarly, the board approved the purchase of campus groups at Massasoit's student engagement platform. Our Student Life and Information Technology Services offices began building out the product capabilities and training departments on its use. This software is an accessible and inclusive way for the students to learn about events and programs. We expect to go live by the end of the summer. CRMs in higher education unify the recruitment and application experience. They remove barriers, shorten processing times, and ensure timely and personalized follow-ups as students make their way through the enrollment pipeline. They also automate many manual processes thereby improving efficiency and productivity for enrollment management staff. At the outset of the CRM selection process, Massasoit identified key desired features, a consistent user experience for students, the ability to read from and write to the college's student information system, a product that was specific to higher education, availability of customizable templates, low code configurations and a comprehensive

user support program. An evaluation team comprised of staff conducted an initial round of product evaluations and narrowed it to three finalists. Slate emerged as a unanimous choice. Slate is a leader in higher education software; provides all the features the College is looking for and is utilized by multiple of our Massachusetts peers, including Bristol CC, Mass Bay and Mass Maritime. This product will provide students with timely on demand access to the status of their application and automate personalized prompts and messages throughout the onboarding process. Once we settled on Slate as our preferred product, we then reviewed five implementation partners to consider their implementation methodologies on both functional and technical levels as well as cost, experience and references from peer institutions. Ferrilli's proposal was the most cost-effective and forward-thinking integration and Ellucian Experience Premium is widely regarded as a leading provider of higher education software solutions. In short, Slate will replace our request for information which is used by prospective students and the college's new student application. The cost for Slate CRS year 1 is \$75,000; Ferrilli implementational one-time cost of \$170,000 and Ellucian Experience Premium if \$196,324 for five years. The funds are included in the FY 26 spending plan. The contract is to begin on or around July 1, 2025 with a phased implementation over six months.

A motion was made by Trustee Kowalski and seconded by Trustee Hilton-Gilleo to approve a proposed fee increase of \$4.00 per credit hour to be added to the current General College Fee (GCF) bringing the GCF from \$192 to \$196 and approve the proposed action of folding the current \$8 per credit hour Tech Fee into the GCF effective for the Fall 2025 semester

Roll Call:

Trustee Blackler – yes

Trustee Chakrabarti – yes

Vice Chair Dunphy – yes

Trustee Hilton-Gilleo – yes

Trustee Kowalski - yes

Trustee Lawson - yes

Trustee Welch – yes

The motion passed unanimously.

Recommendation that the Board of Trustees approve a proposed fee increase of \$4.00 per credit hour to be added to the current General College Fee (GCF) bringing the GCF from \$192 to \$196 and approve the proposed action of folding the current \$8 per credit hour Tech Fee into the GCF effective for the Fall 2025 semester, presented by William O'Neill, Vice President of Administration/CFO (vote needed).

Mr. William O'Neill, Vice President of Administration/CFO, presented a Board Action seeking approval with regards to a \$4 increase per credit hour. We are also looking to merge some of our fees and streamline our fee structure. Free community college has taken part of the burden off of the students, but it has put it on the taxpayers of the Commonwealth. We have not requested a fee increase since June of 2022 for the 2023 spending plan, and it's been concurrent with a period of significant inflation and economic concerns that have impacted the college budgetarily. One of the things we consider when we seek a fee increase is something we call intergenerational equity. Originally, Mass Education put a cap on any proposed community college fee increase. Over the last 5 or 6 years, it ranged anywhere from 1.3% to 4.5%. This year, it is 1.93%. The impact to the operating budget appears to be a \$400,000 increase. The other piece to this board action is our fee structure. Our current tuition is \$24 per credit hour. We have a tech fee of \$8 per credit hour, and then we have the remainder of up to \$224 in the general college fee (GCF). What we would like to do is to fold the tech fee into the GCF, creating one broadly applicable mandatory fee, giving us the flexibility to strategically allocate those funds.

Trustee Hilton-Gilleo asked if this directly impacts the students. Can you elaborate on why the proposed amount is \$4 per credit and how those funds will be used in the GCF? Mr. O'Neill responded that we are being strongly encouraged by both MACC and DHE to pursue the maximum fee increase every single year, referencing intergenerational equity the College adjusts a little bit each year. We took our current fee structure for FY25, the mandatory applicable fees, and came up with \$4.32, which we rounded off to \$4.00.

A motion was made by Trustee Welch and seconded by Trustee Lawson to approve a proposed fee increase of \$4.00 per credit hour to be added to the current General College Fee (GCF) bringing the GCF from \$192 to \$196 and approve the proposed action of folding the current \$8 per credit hour Tech Fee into the GCF effective for the Fall 2025.

Roll Call:

Trustee Blackler – yes
Trustee Chakrabarti – yes
Vice Chair Dunphy – yes
Trustee Hilton-Gilleo – yes
Trustee Kowalski - yes
Trustee Lawson - yes
Trustee Welch – yes

The motion passed unanimously

Presentation and recommendation that the Board of Trustees approve the Proposed Fiscal Year 2026 Spending Plan of \$59.7 million presented by William O'Neill, Vice President of Administration/CFO and William Mitchell, President (vote needed).

Vice President of Administration/CFO, Mr. William O'Neill proposed the FY26 spending plan of \$59.7M which is a \$5.9M increase over FY25. \$17.5M is directly tied to the Strategic Plan. Our enrollment projection is 111,714 credit hours, which is up by 20,828 over last year. The proposed fee increase is \$4 per credit hour. The State appropriation covers the full-time payroll expense projection.

The process is a zero-based budgeting exercise that is priority driven and built with data and expressed priorities from the College. We roll forward with the existing full-time payroll. Any new or vacant positions will go through a critical needs assessment to ensure that they meet with the priorities of the College. As we get into allocation, we are seeking to match the strategic allocation to match expressed priorities. The strategic plan and the budget development were processed so that they were operating in parallel. A change in the allocation for this year is that we have allocated operating funds to capital projects. The FT budgeted payroll for FY25 is \$29.3M which is \$3M more than FY24.

A motion was made by Trustee Welch and seconded by Trustee Lawson to approve the Proposed Fiscal Year 2026 Spending Plan of \$59.7 million.

Roll Call:

Trustee Blackler – yes
Trustee Chakrabarti – yes
Vice Chair Dunphy – yes
Trustee Hilton-Gilleo – yes
Trustee Kowalski - yes
Trustee Lawson - yes
Trustee Welch – yes

The motion passed unanimously

A motion was made by Trustee Blackler and seconded by Trustee Kowalski to adjourn the meeting at 8:05 p.m.

Roll Call:

Trustee Blackler – yes

Trustee Chakrabarti – yes

Vice Chair Dunphy – yes

Trustee Hilton-Gilleo – yes

Trustee Kowalski - yes

Trustee Lawson - yes

Trustee Welch – yes

Recording Secretary – Cori Foy

Chair – Tom Carroll