



Middlesex Community College

OFFICE OF THE PRESIDENT
DR. JAMES C. MABRY

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BOARD OF TRUSTEES MINUTES OF THE MEETING Thursday, October 25, 2018

I. CALL TO ORDER

The meeting was called to order by Chairman Campbell at 8:04 a.m., Galvani Room, Trustee House, Bedford.

Roll Call in Attendance

James J. Campbell
Bridget Byrne
Stephanie Cronin
Laurie A. Elliott

Annie O'Connor
Kathleen A. Plath
Dr. Linda Banks-Santilli

Bopha Malone
Dr. Cheryl Howard
Alec A. Belanger

II. APPROVAL OF THE MINUTES FOR SEPTEMBER 27, 2018

On a motion by Trustee Cronin, seconded by Trustee O'Connor, the minutes of the meeting held on September 27, 2018 were approved.

III. COMMITTEE REPORT

A. Audit/Investment & Finance Committee (Board Action Required):

Auditor's Lisa DiGiusto and David DiIulis representatives from O'Connor & Drew were present and provided a review of the audit process and findings. They reported no material weaknesses/significant deficiencies within the report on internal controls over financial reporting and on compliance and other matters. They also reviewed the financial statements and explained the mandated changes by the state to report OPEB liabilities. The auditors were available to answer all questions.

- 1) AF-578-2019 Approval of the college's FY 2018 Financial Statements/Independent Auditors

A motion to approve Administration & Finance action AF-578-2019 was made by Trustee Howard, seconded by Trustee Cronin, and unanimously approved.

CFO Frank Nocella presented the following action items to the Board and answered all questions.

- 2) AF-579-2019 Approval of the college's net designated position for Biotech Lab of \$3,000,000 according to the June 30, 2018 Audit Report
- 3) AF-580-2019 Approval of the college's net designated position for Dental Lab of \$3,400,000 according to the June 30, 2018 Audit Report

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III. COMMITTEE REPORT Continued

A. Audit/Investment & Finance Committee (Board Action Required):

- 4) AF-581-2019 Approval of the college's FY'19 First Quarterly Statement of Revenues, Expenses, and Operating Changes in net position as of September 30, 2018
- 5) AF-FYI-2019 FY'19 Year-to-Date Report – Howard and Cronin

A motion to approve Administration & Finance actions AF-579-2019 thru AF-581-2019 was made by Trustee Cronin, seconded by Trustee Belanger, and unanimously approved.

IV. NEW BUSINESS:

A. Personnel (Board Action Required):

- 1) P-1356-2019 Approve the appointment of Faculty/Professional Staff members in accordance with the MCCC/MTA Agreement.

A motion to approve personnel action P-1356-2019 was made by Trustee Cronin, and seconded by Trustee Howard, and unanimously approved.

B. Chairman's Remarks:

- 1) Chairman Campbell introduced Matt Noyes from the Department of Higher Education Trustee Relations office. Mr. Noyes gave the Board brief updates from the state and informed them of the new Trustee training on January 29th and the next statewide Trustee conference March 28 in Westborough. A new performance data measurement tool will be introduced to Trustees at the statewide conference. This analytics tool will help the Board as they prepare to make important decision moving forward. The Chairman encouraged all Trustees to attend if possible.
- 2) Middlesex Community College National Ranking - The Chairman provided the Board with an article on the ranking of the Hospitality program at the College and commended the College on their partnership with UTEC. MCC has partnered with UTEC for the use of their large commercial kitchen facility for our students in the Hospitality program. This is a very positive partnership for both MCC students and UTEC students.
- 3) Early College Pathway Initiative – The Chairman reported the Governor continues to mention this initiative, and the State's efforts to provide a \$35,000 bachelor's degree for students who attend community college and transfer to a state university.
- 4) A recent meeting with Middlesex 3 Coalition, Middlesex Community College and the City of Lowell reviewed the many new projects in the city including new buildings, bridge replacements, transportation issues and the much needed parking garages. The additional parking will be good for our students who have difficulties finding parking in the city. The groups will continue to meet and address the transportation issues in the area.
- 5) The Chairman spoke about the recent event at Northeastern University where the National Science Foundation (NSF) announced their grant that will provide Biotech students from Middlesex Community College funding for their Associates degree to then transfer to Northeastern University and continue their education through a master's degree – A2M. The Governor commended Middlesex for their programs in the Biotech field. Phil gave an overview of the grant and said this is a great opportunity for our students.
- 6) Student Trustee Update - Bridget Byrne spoke about the efforts of the MCC Advancement Office with educating students in the Student Peer program on the process of applying for MCCF scholarships. These students will work to educate other students on the value of scholarships and how to apply for them. She gave a brief update on the Parking and Transportation Survey results.

IV. NEW BUSINESS CONTINUED:

B. Chairman's Remarks continued:

There were 149 respondents to the survey which represented 53 towns. The students are currently working on compiling the report to present at a later meeting. Ms. Byrne made note that there were many forms of transportation reported, and the shuttle was listed as a very important means of transportation where students would like to see more afternoon shuttles on the schedule. Trustee Belanger asked about the area purposed for a drop off designation on the Lowell campus. President Mabry stated there is a plan to redesign the front parking lot including a change of traffic flow. There is ongoing work being done in collaboration with the City of Lowell and DCAMM to address parking and transportation concerns. The Student Trustee also provided an update from students attending the Open Educational Resource (OER) Conference. Two SUGA students attended the conference. They wanted to thank the College for this opportunity and they found the workshops very informative. They reported that students are paying attention to the costs of books and noted the cost of books can be a deciding factor in the amount of classes they register for. Trustee Belanger asked about online materials and whether the college has any partnerships with these types of businesses. Phil explained there are some partnerships currently in place, but the College has to honor the faculty contract that allows faculty members control over their course materials. He also stated there are continued efforts from the College to move more towards OER course materials. He also stated the quality of OER is improving each year.

Trustee O'Connor stated that she appreciates hearing from the Student Trustee and is requesting an opportunity for the Trustees to hear from the Union representative and Faculty Staff Association (FSA) representative at a later meeting.

Trustee O'Connor made a motion to request an opportunity to hear from the Union representative and FSA representative at the January 24, 2019 Trustee meeting. The motion was seconded by Trustee Cronin. Chairman Campbell asked for a roll call vote and the motion passed unanimously.

C. President's Remarks:

- 1) President Mabry informed the Board that the Academic Arts Center is up and running and recently held the inaugural concert. The Middlesex 3 Coalition held their annual meeting at the Academic Arts Center where the College was given the opportunity to highlight the Biotech, Paralegal, Hospitality and the Entrepreneurship programs at the College.
- 2) The President attended the NACCE Conference along with faculty members from the entrepreneurship program, Dean Judith Hogan and Trustee Cronin. President Mabry serves on the NACCE board. They were also able to meet with the founders of the Everyday Entrepreneur Venture Fund from which the College was one of four institutions to receive their first round of funding. All four schools were in attendance and were able to compare each institution's efforts to promote entrepreneurship.
- 3) President Mabry gave a few student highlights that included the recent meeting of the Paul Sullivan's Leadership in Action group where the fellows met their mentors for the first time. The College hosted the Northeast Parent Drug Association (NPDA) Scholarship Award ceremony where MCC students received \$18,000 in scholarships. The recent Northeastern University event included tours of their bio labs for our students. The College recently held a Transfer Fair with over 30 schools in attendance. It was noted that our students were focused and prepared as they talked to the admission staff from other colleges and universities. At the recent Professional Day held on October 23, representatives from Apple Education provided a keynote address as well as workshops for faculty and staff. There were many other training sessions provided by MCC staff members. Provost Sisson gave an overview of the day and all the training opportunities offered throughout the day. The day also included years of service award ceremony for MCC staff.

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IV. NEW BUSINESS CONTINUED:

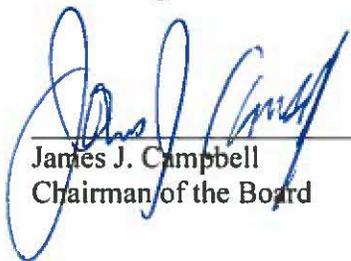
C. President's Remarks continued:

- 4) President Mabry shared the findings reported at a recent meeting between Community College Presidents, State University Presidents and the UMass system President and Chancellors. The data results show Community College transfer students are graduating at the same rate as university students. This data is important because it shows positive results from the students who are accepted at the universities transfer students.

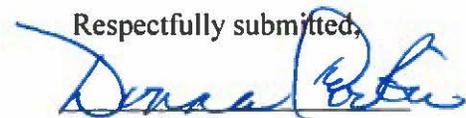
V. OTHER BUSINESS

- A. The next committee report will be Institutional Planning Committee at the January 24, 2019 Trustee meeting.
- B. The following list of key events was provided to the Board.
 - 1) November 17, 2018, Craft Fair, 9:00 am – 3:00 pm, Bedford Campus Center
 - 2) November 24, 2018, City of Lights Parade, 4:30 pm Downtown Lowell
 - 3) November 30, 2018, MCC Evening in Verona: Premier of Romeo & Juliet (fundraiser) Theatre Production, 6:00 pm, AAC
 - 4) December 4, 2018, Trustee Meeting w/Student Government, 5:30 pm, Nesmith House, 229 Andover St. Lowell
 - 5) December 7, 2018, PTK Honor Society Induction Ceremony, 5:00 pm, Bedford Café East
 - 6) January 23, 2019, College Wide Open Forum, 2:00 pm, Bedford Campus Center
- C. The next meeting of the Board of Trustees will be held on **Tuesday, December 4, 2018 at 5:30 p.m., Nesmith House, 229 Andover St., Lowell, MA** with Student Government.

A motion was made by Trustee Cronin, to adjourn, seconded by Trustee Belanger. All voted in favor to adjourn the meeting 9:45 a.m.



James J. Campbell
Chairman of the Board

Respectfully submitted,


Donna Corbin
Secretary