

BUNKER HILL COMMUNITY COLLEGE
Board of Trustees Committee of the Whole Meeting
Monday, May 9,
2016 at 6 p.m. Charlestown Campus – Room B-321

Minutes

Present:	Sondos Alnamos	President Eddinger
	Antoine Junior Melay	Provost Canniff
	Colleen Richards Powell (by telephone)	Vice President Pitcher
	Richard Walker, III	Assistant CFO Ginsberg
	Amy Young (by telephone)	Assistant Secretary Ambrose
	Hung Goon	
	Cathy Guild	
	Marita Rivero	
	Carmen Vega-Barachowitz	
	William Walczak	
Absent:	James Klocke	

I. CALL TO ORDER

Chair Walczak called the meeting to order at 6:05 p.m.

II. PUBLIC COMMENTS

- None

III. CHAIR'S REPORT

Board Evaluation and Retreat

Chair Walczak stated that he planned to schedule an extended meeting with the Foundation Board to discuss issues facing BHCC and how the two boards could function together. President Eddinger noted that NEASC required the Board to do an annual self-evaluation as part of the accreditation process. The Board Self-Evaluation is a Qualtrics survey which is done on-line. This is the third year for this evaluation so some trends may appear. The survey has about 50 questions; Chair Walczak asked that it be completed within the next month. Executive Assistant Hallsmith will provide access to the survey, compile the results and send them to the Trustees.

Presidential Evaluation

The Presidential Evaluation Committee will be chaired by First Vice President Young and will include Second Vice President Richards Powell, Secretary Vega-Barachowitz, and Trustee Walker. The evaluation is due in October 2016. Last year, President Eddinger stated that she would broaden the scope of the 360 Degree evaluation to include the direct reports of the Provost and the Vice President of Administration and Finance. Executive Assistant Hallsmith will send a list of employees to be included in the evaluation by the middle of next week and will provide staff assistance to the Committee. It was decided that Richards Powell and Walker would write the evaluation and Vega-Barachowitz would compile the statistics. President Eddinger stated that she would have her self-evaluation to the Board by the June 2016 Board meeting.

Boston Redevelopment Authority (BRA)

The BRA owns the land currently used as student parking lots 1 and 2 and has expressed serious intent to have the land developed for other uses. Chair Walczak stated that the College would inform the BRA as to what the College would need in any development that would be planned.

IV. PRESIDENT'S REPORT

Budget/Enrollment: First Reading—Vice President Pitcher and Assistant CFO Ginsberg
Vice President Pitcher reviewed the FY2017 budget assumptions. The FY2017 baseline budget includes a budget deficit from FY2016 of \$550,000. Net projected revenue of \$3,506,000 includes \$180,000 Funding Formula Increase; \$1,534,000 FY1016 Full Year Fee Increase; \$1,692,000 FY2017 Spring General Course Fee Increase-\$12/credit hour; \$1,000,000 Summer 1 Revenue Adjustment and a negative \$900,000 Enrollment Change-2% Decline. Net projected expenses of \$4,396,000 include \$500,000 Chelsea Lease and Related Expenses; \$300,000 Shuttle Bus Net Expense; \$1,500,000 Net Salary Adjustments; \$150,000 Plant Fund Increases (Maintains 5% Requirement); \$296,000 Non-Salary Increases; \$1,900,000 Systems & Operational Process Improvements; and Merchant Fee Savings of \$250,000. The FY2017 budget has an estimated budget deficit as of 6/30/2017 of \$1,440,000.

Vice President Pitcher described the impact of a proposed \$12 per credit hour increase beginning in spring 2017. BHCC would still be the least expensive of the 15 community colleges. Vice President Pitcher described the impact on the FY17 shortfall with three fee increase scenarios. A \$10 per credit hour increase would result in a \$1,717,873 shortfall; a \$12 per credit hour increase would result in a \$1,440,496 shortfall and a \$14 per credit hour increase would result in a \$1,163,159 shortfall. He also showed the full-year impact on full-time students of each of the fee increase proposals depending upon whether the student had or had not waived health insurance. A full-time student with a full Pell grant and a health insurance waiver currently has a \$1,928 refund. With a \$10 increase, that student would receive a \$1,688 refund; with a \$12 increase that student would receive a \$1,640 refund and with a \$14 increase that student would receive a \$1,592 refund. That same student who did not waive health insurance currently receives a \$392 refund. With a \$10 increase, that student would receive a \$152 refund; with a \$12 increase, that student would receive a \$104 refund and with a \$14 increase, that student would receive a \$56 refund. Vice President Pitcher noted that the percentage of students purchasing college health insurance has been steadily declining as students can now obtain health insurance through Mass Health.

Audit and Finance Committee—Vice President Pitcher

Vice President Pitcher reported that PACE had sent out a Request for Proposals to engage the services of a new auditing firm for the community Colleges. Pitcher would like to share the proposals with the Audit and Finance Committee and asked that the Committee meet for 15 minutes before the June 20, 2016 Board of Trustees' meeting. The members of the Audit and Finance Committee are Richard C. Walker, III, Antoine Junior Melay and Hung Goon.

Vision Project Dashboard—President Eddinger

President Eddinger presented the Department of Higher Education Vision Project Dashboard Summary for AY 2015. The College is measured on three factors: participation, completion and alignment. The Dashboard metrics compares BHCC's

percentage to the average of Massachusetts community colleges and compares BHCC's percentage to the demographics in the counties served. Participation includes enrollment, Pell Grants and Population Gaps. BHCC's enrollment has gone up 11% since FY11; on average the community colleges' enrollment has gone down 4%. Fifty one percent of BHCC's students receive Pell Grants compares to 43% on average for the community colleges. BHCC has 19% African-American students compared to 17% system-wide; thirteen percent Latino/a compared to 6% system wide. BHCC has 8% fewer male students than the 11% system wide so there is room for growth there.

Completion includes the progress rate from developmental education to college level completion in 2 years. BHCC had a progress rate of 28% in Math compared to 21% for the system and 58% success rate in English compared to 51% for the system. BHCC's fall to fall retention rate is 61% compared to 58% for the system. BHCC had a higher completion rate for African American and Latino students than the system and a lower completion rate for males and Pell recipients than the system so this is also an area for growth.

Alignment measures the relevance of the curriculum to the needs in the workforce. BHCC awarded 1,583 degrees and certificates, up 51% since 2011 compared to 16% for the system. In high need fields, BHCC's degree and certificates went up 16% in STEM and 24% in Health Care. This compares to 12% in STEM and 24% in Health Care for the system.

BHCC can celebrate that it has more of the neediest students yet continues to make steady progress in developmental education and retention. The College is beyond the gaps in African-American, Latino and Pell students and even with male students. The College is graduating more students and pulling even in high need fields. There is, however, more hard work to be done. The College needs more space; utilization of space is currently 140% of capacity. It takes time, 5 to 6 years on average, for pilots to mature from retention to success. There is a gap in African-American and Latino graduates in Health Care.

V. EXPENDITURE APPROVALS

Inversant Chelsea 300 Club Breakfast, May 11, 2016

The College requests the approval of the total expenditure of \$500.00 for the purchase of the Chelsea Advocate level sponsorship that includes 4 tickets to the event and a half-page ad.

Asian-American Civic Association Annual Gala, July 13, 2016

The College requests the approval of the total expenditure of \$570.00 for the purchase of 3 individual tickets to the event.

ACTION: Moved by Melay; Seconded by Walker.
"To approve the expenditure approvals as requested above."

The Motion Passed unanimously.

VI. ADJOURNMENT

ACTION:

Moved by Melay; Seconded by Goon”
“To adjourn the meeting.”

The Motion Passed unanimously.

The meeting adjourned at 7:00 p.m.