

**BOARD OF TRUSTEES  
BUNKER HILL COMMUNITY COLLEGE  
MINUTES OF MEETING**

The Three Hundred and Seventh Meeting of the Bunker Hill Community College Board of Trustees was held March 20, 2017 in Room E-175 on the Charlestown Campus.

**Present:** William Walczak President Eddinger  
Amy Young Provost/Vice President Canniff  
Colleen Richards Powell Vice President Pitcher  
Loretta Marie Ajjambo Esibi Assistant Secretary Ambrose  
Carmen Vega-Barachowitz 15 College employees  
David Tai-Wai Chang  
Cathy Guild  
Antoine Junior Melay

**Absent:** James Klocke, Stephen Chan, Richard C. Walker, III

**I. CALL TO ORDER**

Chair Walczak called the meeting to order at 6:10 p.m. He asked Trustee Richards Powell to read the Mission statement.

**II. PUBLIC COMMENTS**

- None

**III. MINUTES OF PREVIOUS MEETING**

**ACTION:** Moved by Melay; Seconded by Vega-Barachowitz

“To accept the minutes of the Board of Trustees meeting held on Monday January 23, 2017 and the minutes of the Committee of the Whole meeting held on March 6, 2017.”

The Motion Passed Unanimously.

**IV. COMMITTEE REPORTS**

- None

**V. STUDENT TRUSTEE’S REPORT**

Student Trustee Esibi thanked President Eddinger, Provost Canniff and everyone who contributed to the completion of the changes in the Library. Students are very happy and are already using the space.

She also thanked President Eddinger for inviting her to attend the ACCT meeting in Washington, D.C. in February.

## **VI. BOARD CHAIR'S REPORT**

### **Board Self Evaluation**

Chair Walczak stated that a link to the Self Evaluation would be sent out this week from the Office of the President. Responses are due by March 29, 2017.

### **Presidential Evaluation**

The President's evaluation is due this year by June 30, 2017. Chair Walczak asked for volunteers to serve on the evaluation committee. The Committee will include Chair Walczak and Trustees Guild and Vega-Barachowitz.

### **College-Wide Planning Event**

Chair Walczak congratulated the College on a well-planned event. He noted that the World Café was particularly engaging and effective and that the participation of members of the external community was impressive. President Eddinger stated that she would be presenting some outcomes and strategies from the planning event and where the College's current initiatives fit into the strategic plan to the Committee of the Whole.

## **VII. PRESIDENT'S REPORT**

### **Updates**

- **Revision of Music Program and Course Fee**

President Eddinger spoke about the emerging creative economy as one of the largest sectors of growth. She also briefly described the history and development of the BHCC Music Program under Performing Arts Department Chair Mark Popeney.

The College's revised Music Program requires a total of four semesters of applied study (private lessons on an instrument or with the voice). This is in keeping with practice in the first two years of four-year institutions of various types, as well as successful community college music programs across the country. Individualized, directed study on an instrument or voice provides students with the chance to cultivate performance skills that will allow them to pass an audition for entry into a four-year program in music, as well as gain employment during and after their educational career.

These applied music courses are logistically different from most courses at BHCC. Each one-credit course involves one contact hour per week of individualized instruction. While the learning contract model currently in place at the College offers a structural framework for applied music courses, the income generated under the learning contract model (approximately \$11 per hour of instruction) is not sufficient to adequately compensate faculty for their time.

Private instruction in music from a professional typically costs between \$70 and \$140 for each hour of instruction. Most community colleges adopt a course fee to make up this difference. A course fee of \$375 will allow BHCC to offer students private lessons on an instrument or voice with a professional musician for \$36 per hour while compensating faculty at the contractual rate of \$35 per hour. While this compensation is lower than the going rate for private instruction in the Greater Boston area, the stable work provided in an academic environment will allow the College to recruit suitable instructors.

There was opportunity for discussion. President Eddinger concluded by saying that the full range of College fees will be presented to the Board at a future Board meeting. At this time the College is asking for approval of the music fee only.

**ACTION:** Moved by Melay; Seconded by Young.

“To approve the proposed course fee for courses in the Applied Music Program.”

The Motion Passed unanimously.

### **Financial Reports**

Vice President Pitcher reported that the deficit for fiscal year 2017 may be as much as \$2.7 million. The preliminary budget for fiscal year 2018 will be presented to the Board of Trustees at the June meeting. The College anticipates a decline in enrollment for fall 2017 but it is too early to tell. With the fee increase, if enrollment remains flat, the College budget will be balanced. The College is working on the recruitment of non-traditional students to offset the demographic decline in the number of high school graduates across the country.

Vice President Pitcher stated that three major plant fund projects had been substantially completed: the DCAMM funded emergency plaza repairs, the renovation of A-200 and the relocation of the Police Station and the buildout and moving costs related to the Chelsea relocation.

**ACTION:** Moved by Richards Powell; Seconded by Melay.

“To approve the Financial Reports and the Plant Fund Expenditures for Seven Months ending January 31, 2017.”

The Motion Passed unanimously.

### **Sponsorships**

*Mass Insight Partners in Excellence Awards Dinner, April 4, 2017*

The College requests the approval of the total expenditure of \$1,000 for the purchase of two tickets to the awards dinner.

*Phoenix Charter Academy Ignite the Future Gala, April 13, 2017*

The College requests the approval of the total expenditure of \$2,500 for the purchase of a Future Fellows Circle Sponsorship for the Gala.

*Jewish Vocational Services Elevate the JVS Gala, April 25, 2017*

The College requests the approval of the total expenditure of \$2,500 for the purchase of a Partner-level Sponsorship for the Gala.

*ROCA Annual Breakfast, May 8, 2017*

The College requests the approval of the total expenditure of \$2,500 for the purchase of five tickets for the Annual Breakfast.

**ACTION:** Moved by Vega-Barachowitz; Seconded by Melay

“To approve the four sponsorships listed above as presented at the Board of Trustees’ meeting.”

The Motion Passed unanimously.

*South End Community Health Center South End Kicks, April 27, 2017*

The College requests the approval of the total expenditure of \$500 for the purchase of two tickets to South End Kicks.

**ACTION:** Moved by Melay; Seconded by Young.

“To approve the sponsorship above as presented at the Board of Trustees’ meeting.”

The Motion Passed with one abstention

## **VIII. ADJOURNMENT**

**ACTION:** Moved by Melay; Seconded by Young.

“To adjourn the meeting.”

The Motion Passed unanimously.

The Board of Trustees' meeting adjourned at 7:05p.m.

Respectfully submitted,

Carmen Vega Barachowitz  
Secretary

Molly B. Ambrose  
Assistant Secretary