

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

The Three Hundred and Eleventh Meeting of the Bunker Hill Community College Board of Trustees was held October 16, 2017 in Room E-175 on the Charlestown Campus.

Present: William Walczak, Chair
Amy Young, Vice Chair (phone)
R. Kelly Cameron
Stephen Chan
David Tai-Wai Chang
Paul Holzer
Colleen Richards Powell
President Pam Eddinger
Provost/Vice President James Canniff
Vice President John Pitcher
Associate Vice President Jeff Ginsberg
Executive Assistant George Hallsmith
SGA President Susan Benitez
Executive Director David Leavitt
2 Students
6 College Employees

Absent: Cam Do
Cathy Guild
James Klocke
Carmen Vega-Barachowitz

I. CALL TO ORDER

Board Chair Walczak called the meeting to order at 6:04 p.m. He asked Trustee Richards Powell to read the Mission statement.

II. PUBLIC COMMENTS

- None

III. BOARD CHAIR'S REPORT

Board Chair Walczak provided a brief summary of the recent Association of Community College Trustees (ACCT) Leadership Congress, which took place on September 25-27 in Las Vegas. Student Trustee Cam Do joined Board Chair Walczak and President Eddinger at the Leadership Congress. Board Chair Walczak said it was interesting to get an understanding of the different perspectives nationally in community colleges, and that it is worthwhile to attend the Leadership Congress. Any Trustees interested in attending future meetings should contact Executive Assistant Hallsmith.

Board Chair Walczak also spoke briefly about President Eddinger's participation in an education panel for the *NBC News Learn/Education Nation* series, which took place in Boston on October 11. This was a wonderful opportunity for the President to speak about the College's work in student access and success.

IV. MINUTES OF PREVIOUS MEETING

ACTION: Moved by Chan; Seconded by Richards Powell.

“To accept the minutes of the Board of Trustees meeting held on Monday, September 18, 2017.”

The Motion Passed Unanimously.

V. COMMITTEE REPORTS

- None

VI. STUDENT TRUSTEES’S REPORT

Student Trustee Cam Do was not in attendance.

VII. PRESIDENT’S REPORT

Recent Grants:

President Eddinger provided a report on Recent Grants, and said she will provide this update to the Board on a regular basis in the future. The document *BHCC Current Active Grants – FY18, As of October 16, 2017* was distributed and discussed.

President Eddinger provided an overview of federal, state and local/private grants, and included project name, the purpose of grant project, grantor, total award, and duration. The current total of active grants is \$13,214,738.

There was opportunity for discussion and Q&A. Specific areas discussed included the Asian American Native American Pacific Islander Serving Institution (AANAPISI) grant, opportunities for Hispanic serving institutions and institutions with large African-American student populations. There was also discussion about the challenges re: continuation of funding given the current national political reality. Basic student needs and services are perhaps the most difficult to fund.

President Eddinger concluded by saying again that she will provide Grants Updates to the Board on a regular basis in the future.

College Scorecard:

Executive Director of Institutional Research David Leavitt provided a report on the College Scorecard, a tool developed by the U.S. Department of Education, designed to help individuals in their search for a college. Executive Director Leavitt described specifically the Bunker Hill Community College scorecard. Measures provided in the scorecard include Costs; Financial Aid and Debt; Graduation and Retention; Earnings After School; Student Body; SAT/ACT Scores; and Academic Programs.

Executive Director Leavitt briefly summarized how the College is presented under each measure. Particularly under “Graduation and Retention,” he compared data as determined by the Integrated Postsecondary Education Data System (IPEDS) vs. the Voluntary Framework of Accountability (VFA). He also provided a comparison of the College’s IPEDS (federal) graduation rate to the College’s VFA Six-Year Outcomes.

It has been argued that the use of the College Scorecard does not accurately reflect the unique circumstances of community colleges. For example, it does not adequately reflect the success outcomes of students who may not necessarily attend a community

college to earn a degree. All students may not be included in the data, and retention rates (as defined) may not be realistic or relevant. There was opportunity for discussion and Q&A.

In conclusion, President Eddinger suggested if you hear somebody say the BHCC completion rate is 10%, please refute that. Success indicators at a community college (which can include more than the completion of a certain number of years, or earning a degree) are more appropriate measures to determine the achievement of our students' goals.

Financial Reports:

Vice President Pitcher provided financial reports for two months, ending August 31, 2017. He gave an overview of the document *FY2017 and FY2018 Consolidated Budget Status, 8/31/2017* which had been included in materials provided to Board members prior to the meeting. Operating revenue FY2018 actual (\$18,473,604) is at 23% of the FY2018 budget. Operating expenses FY2018 actual (\$8,090,150) are at 10% of the FY2018 budget. There was opportunity for discussion and Q&A.

Vice President Pitcher provided plant fund expenditures for two months, ending August 31, 2017. He gave an overview of the document *Plant Fund Activity for 2018, 8/31/2017*, which had been included in materials provided to Board members prior to the meeting. Project expenditures FY2018 are at \$300,788, with a FY2018 budget of \$4,657,557. There was opportunity for discussion and Q&A.

ACTION: Moved by Holzer; Seconded by Chang.

“The President recommends that the Board of Trustees approves the Financial Reports for Two Months, ending August 31, 2017, and the Plant Fund Expenditures for Two Months, ending August 31, 2017.”

The Motion Passed Unanimously.

E-Building and M-Building Updates:

Vice President Pitcher presented a report on a proposal to modernize/renovate the E-Building. In 2008, the State issued a \$44 million bond for construction projects. When the MBTA suffered setbacks, however, this funding became unavailable to community colleges. Now, possible funding will be made available and we have a December 22 submission deadline for a proposal to be submitted to Massachusetts Division of Capital Asset Management and Maintenance (DCAMM). We are working with DCAMM and NBBJ Architects on design and a construction timeline for the project.

Vice President Pitcher presented the document *BHCC Facilities Modernization Study, October 2017*, which provided photographs, design schematics and floor layouts. The project includes the possibility of the following work, with corresponding square footage (SF) space gain indicated in parentheses:

E-Building, First Floor:

- Remove Grand Stair (450 SF) and remove offices at atrium (586 SF)
- Reorganize tutoring/math faculty offices/language lab/writing space (7,775 SF)
- Create student seating space (300 SF)
- Faculty offices relocation – 22 offices (2,223 SF)

E-Building, Second Floor:

- Remove Grand Stair and fill in floor (2,300 SF)
- Move out childcare, reorganize Disabilities/International/Student Success/College Connection/Single Stop/Veterans Center/LifeMap (15,500 SF)
- Create new student space (2,463 SF) and new shared conference rooms (890 SF)

E-Building, Third Floor:

- Remove Grand Stair and fill in floor (1,250 SF)
- Move out math faculty offices (2,400 SF)
- Reorganize Library (21,330 SF) with consolidated books storage (8,000 SF)
- Create new quiet study and group study rooms

E-Building, Fourth Floor:

- Remove Grand Stair and fill in floor to create new student space (1,100 SF)

This project is intended to convert existing space, not to build new space. There was opportunity for discussion and Q&A.

Sponsorships:

- Chinese Historical Society of New England Annual Meeting and Dinner, Friday, September 29, 2017
The President requests approval of the expenditure of \$625 for the purchase of a full-page ad and one ticket to the Chinese Historical Society of New England Annual Meeting and Dinner.
- Chelsea Chamber of Commerce 30th Annual Pot-of-Gold Drawing and Dinner, Wednesday, October 18, 2017
The President requests approval of the expenditure of \$355 for the purchase of three meal tickets and one Pot-of-Gold ticket to the Chelsea Chamber of Commerce 30th Annual Pot-of-Gold Drawing and Dinner.
- Asian Task Force Against Domestic Violence Annual Silk Road Gala, Saturday, October 28, 2017
The President requests approval of the expenditure of \$450 for the purchase of two tickets to the Asian Task Force Against Domestic Violence Annual Silk Road Gala.
- New England Council Annual Dinner, Monday, October 30, 2017
The President requests approval of the expenditure of \$600 for the purchase of two tickets to the New England Council Annual Dinner.
- New England Center and Home for Veterans 13th Annual Leave No One Behind Gala, Wednesday, November 1, 2017
The President requests approval of the expenditure of \$550 for the purchase of two tickets to the New England Center and Home for Veterans 13th Annual Leave No One Behind Gala.
- ABCD Community Heroes Celebration, Thursday, November 9, 2017
The President requests approval of the expenditure of \$500 for the purchase of two tickets to the ABCD Community Heroes Celebration.
- Chelsea Collaborative Gala and Farewell to Gladys Vega, Thursday, January 18, 2018
The President requests approval of the expenditure of \$275 for the purchase of two tickets to the Chelsea Collaborative Gala and Farewell to Gladys Vega.

ACTION: Moved by Chan; Seconded by Holzer.

“To approve the above sponsorship expenditure approvals.”

The Motion Passed Unanimously.

VIII. ADJOURNMENT

ACTION: Moved by Richards Powell; Seconded by Chang.

“To adjourn the meeting.”

The Motion Passed unanimously.

The Board of Trustees meeting adjourned at 7:35 p.m.

Respectfully submitted,

Carmen Vega Barachowitz
Secretary

George C. Hallsmith
Assistant Secretary