

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

The Three Hundred and Fourteenth Meeting of the Bunker Hill Community College Board of Trustees was held March 19, 2018 in Room E-175 on the Charlestown Campus.

**Present:** William Walczak, Chair  
David Wai-Tai Chang  
Cam Do  
Paul Holzer  
President Pam Eddinger  
Vice President John Pitcher  
Executive Director Steven Roller  
Executive Assistant George Hallsmith  
6 College Employees

**Absent:** R. Kelly Cameron  
Stephen Chan  
Cathy Guild  
James Klocke  
Trinh Nguyen  
Paris Wallace  
Sanjeev Yadav

**Guests:** Colleen Richards-Powell, Outgoing Trustee  
Amy Young, Outgoing Trustee

**I. CALL TO ORDER**

Board Chair Walczak called the meeting to order at 6:14 p.m., indicating that a quorum of the Board was not present and that the Board would not be able to take action on any resolutions at this meeting.

He welcomed those in attendance and asked Trustee Holzer to read the College Values statement.

**II. PUBLIC COMMENTS**

- None

**III. INTRODUCTION OF GUESTS**

Board Chair Walczak introduced outgoing Trustees Colleen Richards Powell and Amy Young.

**IV. BOARD CHAIR'S REPORT**

**Resolution to Thank and Acknowledge Outgoing Trustee:  
Ms. Colleen Richards Powell**

Board Chair Walczak welcomed Ms. Colleen Richards Powell, outgoing Trustee, thanked her for her service to the Board for over ten years, and moved and read the following resolution:

Whereas, Colleen Richards Powell was appointed by the Governor of the Commonwealth of Massachusetts to the Board of Trustees of Bunker Hill Community College on December 17, 2007.

Whereas, Colleen Richards Powell served on the Board of Trustees from December 2007 to January 2018, and served as Second Vice Chair.

Whereas, Colleen Richards Powell has displayed extraordinary commitment to the College, exemplified by her participation on the Presidential Evaluation Committee.

Whereas, Colleen Richards Powell has represented Bunker Hill Community College at a number of conferences and meetings of higher education associations.

Be it Resolved, that the Board of Trustees expresses its gratitude for the service of Colleen Richards Powell in the public's interest, and conveys its best regards for her future endeavors.

**ACTION:** The Board of Trustees was unable to consider this resolution due to the lack of a quorum. This resolution will be voted upon formally at the next Board of Trustees meeting held with a quorum of members of the Board present.

**Resolution to Thank and Acknowledge Outgoing Trustee:  
Ms. Amelia L. Young**

Board Chair Walczak welcomed Ms. Amelia Young, outgoing Trustee, thanked her for her service to the Board for five years, and moved and read the following resolution:

Whereas, Amelia L. Young was appointed by the Governor of the Commonwealth of Massachusetts to the Board of Trustees of Bunker Hill Community College on January 31, 2013.

Whereas, Amelia L. Young served on the Board of Trustees from January 2013 to February 2018, and served as Secretary and as Vice Chair.

Whereas, Amelia L. Young has displayed extraordinary commitment to the College, exemplified by her participation on the Presidential Evaluation Committee.

Whereas, Amelia L. Young has represented the College at numerous high-profile events, providing welcoming remarks for the Governor's visit and Scholarships and Awards ceremonies.

Whereas, Amelia L. Young has attended a number of conferences and meetings of higher education associations on behalf of the College.

Be it Resolved, that the Board of Trustees expresses its gratitude for the service of Amelia L. Young in the public's interest, and conveys its best regards for her future endeavors.

**ACTION:** The Board of Trustees was unable to consider this resolution due to the lack of a quorum. This resolution will be voted upon formally at the next Board of Trustees meeting held with a quorum of members of the Board present.

There was a break for refreshments, photos and an opportunity for Board members to thank outgoing Trustees Richards Powell and Young for their service to the Board and to wish them well.

**Slate of Board Officers**

Board Chair Walczak asked Executive Assistant Hallsmith to provide an update about the status of Board Officer positions. Executive Assistant Hallsmith said that the Secretary, First Vice Chair and Second Vice Chair positions are open. Board members are invited to forward nominations (including self-nominations) for all three positions. The deadline for nominations will be Monday, April 16 at 5 pm. A slate of Board Officers will be considered at the April 23 Board of Trustees meeting.

**Association of Community College Trustees (ACCT) Federal Legislative Priorities**

President Eddinger spoke about the ACCT National Legislative Summit that took place on February 11-14 in Washington, DC. Attending this year’s National Legislative Summit were President Eddinger and Trustees Do and Guild. President Eddinger spoke briefly about the 2018 Community College Federal Legislative Priorities, which include:

- Reauthorize the Higher Education Act
- Invest in education and workforce development
- Deferred Action for Childhood Arrivals (DACA) and the Dream Act
- Reauthorize the Perkins Career and Technical Education Act

Trustee Do had an opportunity to speak briefly about the experience attending the National Legislative Summit.

**Other Business**

Board of Trustees Retreat:

Board Chair Walczak said we are planning a Board of Trustees Retreat that will include a joint session with members of the Foundation Board of Directors. Executive Assistant Hallsmith will contact Board members about possible dates.

UMass State of the University:

Board Chair Walczak briefly spoke about the University of Massachusetts *State of the University* event, which he recently attended.

**V. MINUTES OF PREVIOUS MEETINGS**

**ACTION:** “The Board of Trustees accepts the minutes of the Committee of the Whole meeting held on March 5, 2018, and the minutes of the Board of Trustees meeting held on January 22, 2018.”

The Board of Trustees was unable to consider this resolution due to the lack of a quorum. This resolution will be voted upon formally at the next Board of Trustees meeting held with a quorum of members of the Board present.

**VI. COMMITTEE REPORTS**

None

## **VII. STUDENT TRUSTEE'S REPORT**

### **ACCT National Legislative Summit**

President Pam Eddinger, Trustee Cathy Guild and I attended the Association of Community College Trustees (ACCT) National Legislative Summit 2018 in Washington DC, February 11-14, 2018. It was an excellent opportunity for us to advocate on behalf of higher education generally, and BHCC specifically. The Summit featured meetings and workshops related to advocacy for Pell Grants, workforce development initiatives and the protection of vulnerable students on campus, as well as presentations from political commentators and elected officials. We also met with Senator Elizabeth Warren, Senator Ed Markey and Representative Joe Kennedy, and discussed funding for different programs such as the Pell Grant Program and DACA.

### **Student Activities Update**

On February 15, BHCC hosted Marshall N. Carter for a special meeting with Business students, and anyone interested in the field of business. He was the former chair of New York Stock Exchange and is currently a Senior Lecturer at the Sloan School of Management, MIT. His focus is to pass on to younger generations the lessons learned in a 50 year plus career in business, government and the military. The meeting was informative and helpful for our students as they listened to a high-profile speaker and explored potential career paths.

Meanwhile, BHCC is preparing for its ten-year accreditation. During this process, we first review what we do and develop a report that highlights our strengths and areas we are working on to improve across nine different standards. The college is forming a self-study committee, one for each standard. Student participation is very important to the success of this work. Therefore, students were invited to be representatives on each of these committees. So far we have found excellent students who are willing to serve for these committees.

### **Advocacy Day**

On March 5, four SGA members and I attended the Advocacy Day at the Massachusetts State House. Advocacy Day is an annual event where every segment of public higher education comes together to advocate for support for funding and other critical resources our students need in the Commonwealth. We shared our stories with our legislators about high tuition and fee costs, the burdens of student debt on our families and the other challenges we all face because of the high cost of public higher education.

### **Phi Theta Kappa New England Regional Convention**

On March 10, the officers from Alpha Kappa Mu, our 5-Star Chapter of Phi Theta Kappa Honor Society, and I attended the Spring Regional Convention, which was held at Manchester Community College in Manchester, CT. We listened to updates from PTK Headquarters, celebrated everyone's accomplishments and elected new Regional Officers. Our chapter was the First Finalist for Distinguished Chapter Officer Team Awards and Aliaksei Petrusovich, a member of our chapter, won the Distinguished Chapter Member Awards. I was also elected to be the Central Vice President of New England Region.

## **VIII. PRESIDENT'S REPORT**

### **Enrollment/Budget Update**

Vice President Pitcher reported on Enrollment/Budget Process. This report included an overview of :

1. BHCC Budget Timeline;
2. State Budget Timeline;
3. Governor's FY19 Budget Highlights (State Appropriation Level Funded at \$25.9 mm; Early College Grants Funded for \$3 mm [New Budget Item]; ABE and Transition Funding Decreased by \$1.4 mm [\$28.2 mm]; Performance Incentive Funding Increased by \$1.5 mm [\$4 mm]; STEM Starter Academy Level Funded at \$4.2 mm; Dual Enrollment Level Funded at \$970k; Inclusive Concurrent Enrollment Level Funded at \$1.4 mm)
4. Historical Funding: State Support vs. Fees (FY06-FY19 Cost per FTE: State Support vs. Student Support)

There was opportunity for discussion and Q&A.

### **Planning for Parking Displacement/Student Center and Campus Renovation**

Vice President Pitcher provided an update on planning for parking displacement and Campus facilities projects, including Student Central, Chelsea expansion, M-Building, E-Building, and B-Lobby.

There was opportunity for discussion and Q&A.

### **Financial Reports and Grants Report:**

Vice President Pitcher provided financial reports for eight months, ending February 28, 2018. He gave an overview of the document *FY2017 and FY2018 Consolidated Budget Status, 2/28/2018* which had been included in materials provided to Board members prior to the meeting. Operating revenue FY2018 actual (\$58,265,613) is at 73% of the FY2018 budget. Operating expenses FY2018 actual (\$48,983,248) are at 61% of the FY2018 budget. There was opportunity for discussion and Q&A.

Vice President Pitcher provided a report on plant fund expenditures for eight months, ending February 28, 2018. He gave an overview of the document *Plant Fund Activity for 2018, 2/28/2018*, which had been included in materials provided to Board members prior to the meeting. Project expenditures FY2018 are at \$1,573,093, with a FY2018 budget of \$4,657,557. There was opportunity for discussion and Q&A.

Vice President Pitcher and Executive Director of the Grants Department Steven Roller provided a Grants Report for Six Months, ending December 31, 2017. Vice President Pitcher and Executive Director Roller gave an overview of the document *Grants Revenue and Expenses – Fund 3 Restricted Funds, 12/31/2017*, which had been included in materials provided to Board members prior to the meeting. YTD expenses are \$1,857,502 with a balance of \$4,636,810. Grant to Date expenses are \$8,283,644, with a Grant to Date Balance of \$8,793,322. The report presented broke down grants by Federal Grants, State Grants and Local/Private Grants. There was opportunity for discussion and Q&A.

**ACTION:** “The Board of Trustees approves the Financial Reports for Eight Months, ending February 28, 2018 and the Plant Fund Activity Report for Eight Months, ending February 28, 2018.

The Board of Trustees was unable to consider this resolution due to the lack of a quorum. This resolution will be voted upon formally at the next Board of Trustees meeting held with a quorum of members of the Board present.

**Sponsorships:**

1. Chelsea Chamber of Commerce 90<sup>th</sup> Anniversary Gala Harbor Cruise & Installation of Officers, Wednesday, March 28, 2018. The President requests approval of the expenditure of \$750 for the purchase of S.S. Minnow sponsorship, which includes one ticket plus two additional tickets to the Chelsea Chamber of Commerce 90<sup>th</sup> Anniversary Gala Harbor Cruise & Installation of Officers.
2. JVS Elevate Gala, Thursday, May 10, 2018. The President requests approval of the expenditure of \$2,500 for the purchase of an Empowering sponsorship, which includes four tickets to the JVS Elevate Gala.
3. Phoenix Charter Academy Network Ignite the Future Gala, Thursday, May 10, 2018. The President requests approval of the expenditure of \$2,500 for the purchase of a Future Fellows sponsorship, which includes four tickets to the Phoenix Charter Academy Network Ignite the Future Gala.

**ACTION:** “The Board of Trustees approves the above sponsorship expenditure requests.”

The Board of Trustees was unable to consider this resolution due to the lack of a quorum. This resolution will be voted upon formally at the next Board of Trustees meeting held with a quorum of members of the Board present.

**Other Business**

President Eddinger reminded Board members that the next Board of Trustees meeting will be held on the Chelsea Campus on Monday, April 23. At that meeting, the Board will take under consideration three awards that are presented at Commencement Exercises. Those awards, to be considered in closed session, are the Presidential Service Award, the Trustees Service Award and the Maurice F. O’Shea Board of Trustees Academic Award. Executive Assistant Hallsmith will contact Board Members with details prior to the meeting. President Eddinger also said that the Commencement Speaker will be Massachusetts Secretary of Labor and Workforce Development Rosalin Acosta.

**IX. ADJOURNMENT**

The Board of Trustees meeting adjourned at 7:17 p.m.

Respectfully submitted,

George C. Hallsmith  
Assistant Secretary