

BUNKER HILL COMMUNITY COLLEGE
Board of Trustees Committee of the Whole Meeting
Monday, March 5, 2018
6 p.m. Charlestown Campus – Room B-321

Minutes

Present: R. Kelly Cameron President Pam Eddinger
 David Tai-Wai Chang Provost James Canniff
 Cam Do Vice President John Pitcher
 Paul Holzer Associate Vice President Molly Ambrose
 Trinh Nguyen Executive Assistant George Hallsmith
 Associate Provost Alice Murillo
 Dean Nuri Chandler-Smith
 Associate Vice President Jeff Ginsberg

Absent: Stephen Chan, Cathy Guild, James Klocke, Sanjeev Yadav, William Walczak

I. CALL TO ORDER

In the absence of Board Chair Walczak, Acting Chair Cameron called the meeting to order at 6:05 p.m.

II. CHAIR’S REPORT

After welcoming those present, Acting Chair Cameron asked President Eddinger to update Board members as needed. President Eddinger said that the terms of Board members Amy Young and Colleen Richards Powell have been completed. She said that successors (Paris Wallace and Trinh Nguyen) have been appointed by the Governor. New Trustee Nguyen is expected to join this evening’s meeting. New Trustee Wallace will be sworn in soon.

Since the Board of Trustees is composed of mostly new members at this time, President Eddinger said this might be a good time to conduct a Board retreat. She suggested possibly a Friday evening, starting with dinner that could be a joint dinner with members of the Foundation Board of Directors. The Foundation Board includes a number of former members of the College Board of Trustees, including Marita Rivero, Richard Walker and Carmen Vega-Barachowitz. After the joint dinner on Friday, the retreat could continue through the day on Saturday.

Executive Assistant Hallsmith will survey Board members for a convenient time (perhaps late May/early June), as well as request retreat topics from Board members.

III. PUBLIC COMMENTS

None

IV. PRESIDENT'S REPORT

An Update on Expanded and New Instructional Sites - Chelsea Campus and Pao Arts Center in Chinatown:

President Eddinger provided a brief overview of the expanded and new instructional sites in Chelsea (new campus at 70 Everett Ave.) and Chinatown (the Pao Arts Center at 99 Albany St.). She introduced Associate Provost Alice Murillo, who reported on the new Chelsea campus.

Associate Provost Murillo's report included:

An overview of the campus relocation from the Bellingham Square Historic Post Office to 70 Everett Ave., which resulted in the following:

- Gained 1,000 in Square Footage
- More smart classrooms and 50% more lab space
- Tutoring lab
- Parking capacity increased from 30 to 100 spaces
- Student Services (Student Central)
- Continued partnerships with the community

Associate Provost Murillo's report also included an overview of Enrollment and Program Profile; Chelsea's Partnerships; and Future Instructional Planning.

Vice President Pitcher provided an overview of the FY 2017 Chelsea Profit and Loss Statement, which shows revenue of \$4,831,658, expenses of \$4,203,124, proposed lease expense of \$382,500, resulting in a net income of \$246,035. Vice President Pitcher also provided an overview of Chelsea Projected Profit/Loss for FY 2017 – FY 2021. With the following assumptions:

- 3% annual fee increase
- Flat enrollment through FY2020
- 1% enrollment increase FY2021
- 12 additional sections in FY2019
- 3% annual expenditure increase
- Full-Year lease in FY2018
- Additional lease in FY2019

We project that the Chelsea Campus will show a positive net income over the next four years. There was opportunity for discussion and Q&A.

President Eddinger introduced Dean Nuri Chandler-Smith, who reported on the new instructional site in Chinatown, the Pao Arts Center at 99 Albany St. The Boston Chinatown Neighborhood Center and the College have come together to found a community cultural space in Boston's Chinatown. Dean Chandler-Smith spoke to the following:

- Accessible by multiple T and bus lines, short walk to South Station
- 5,050 Square Footage
- Strong support from the Barr Foundation
- Classrooms and Studio Theater space

- Launched a “Mobile” Language Lab site as part of the AANAPISI grant to provide language learning support to English Language Learners (both BHCC students and students from CBO partners BCNC and AACA)

Dean Chandler-Smith also provided an overview of Enrollment and Program Profile (Spring 2017 to Spring 2018), and Current and Future Planning, which features:

- Planning to continue expanding the site’s arts focus
- Applied for a DESE grant to expand adult ESOL classes in partnership with BCNC, EDG and IBA which would facilitate the addition of ESOL classes at the Pao Arts Center
- Convergence with the Center of Cultural Wealth and Equity. The Center plans to engage students in field study at Museum of African-American History (MAAH), Pao Arts Center and other community sites.

Vice President Pitcher provided an overview of the FY 2018 Chinatown YTD Profit and Loss Statement, which shows revenue of \$176,976, expenses of \$220,588, equipment expense of \$37,500, resulting in a net loss of \$81,112. Vice President Pitcher also provided an overview of Chinatown Projected Profit/Loss for FY 2018 – FY 2022. With the following assumptions:

- 3% annual Fee Increase
- Flat enrollment through FY2020
- 1% enrollment increase FY2021 & FY2022
- 18 Sections in FY2018 increased to 34 sections in FY2019
- 3% annual expenditure increase

We project that Chinatown Pao Arts Center will show a net loss in income in the first year and positive net income over the following four years. There was opportunity for discussion and Q&A.

V. ADJOURNMENT

President Eddinger said that we will provide an update re: Charlestown construction and the parking lots at the March 19th Board of Trustees meeting.

ACTION: Moved by Chang; Seconded by Nguyen.”
To adjourn the meeting.

The Motion Passed unanimously.

The meeting adjourned at 7:25 p.m.