BOARD OF TRUSTEES
BUNKER HILL COMMUNITY COLLEGE
MINUTES OF MEETING

The Three Hundred and Twenty Seventh Meeting of the Bunker Hill Community College Board of Trustees was held February 24, 2020 in Room E-175 on the BHCC Charlestown Campus.

Present: William Walczak (Board Chair) President Pam Eddinger
R. Kelly Cameron Provost and Vice President James Canniff
David Tai-Wai Chang Vice President John Pitcher
Leslie Griffin Associate Vice President Jeff Ginsberg
Cynthia Keliher Executive Assistant George Hallsmith
Niki Tran Nguyen 12 additional staff members
Trinh Nguyen
Sanjeev Yadav

Cathy Guild, Paul Holzer (telephone)

Absent: Stephen Chan

I. CALL TO ORDER
Board Chair Walczak called the meeting to order at 4:13 pm, welcomed all present, and asked attendees to introduce themselves.

Trustee Griffin read the College Mission Statement.

II. PUBLIC COMMENTS
None

III. CONSENT AGENDA
a. Minutes of the Board of Trustees Meeting of November 18, 2019
b. Current Sponsorships:
   • uAspire First Ones Celebration
   • Asian Community Development Corporation Dim Sum Breakfast
   • Roca, Inc. Annual Breakfast
   • Boston Chinatown Neighborhood Center Lantern Festival Gala

ACTION: Moved by Chang; Seconded by Cameron.

“The Board of Trustees approves the above Consent Agenda.”

The Motion Passed Unanimously.
IV. BOARD CHAIR’S REPORT
Board Chair Walczak spoke briefly about the recent Association of Community College Trustees (ACCT) National Legislative Summit, which took place in Washington, DC on February 9-12. Board members who attended included Trustees Walczak, Guild, T. Nguyen, and N. Nguyen. Board Chair Walczak provided a brief summary of the conference and spoke about the 2020 community college federal legislative priorities:

1. Reauthorize the Higher Education Act (Short-Term Pell Grants; Increase the Pell Grant Maximum Award; Second Chance Pell Grants; Support State Investments in Lowering the Cost of Community College; Enhance Transparency and Data)
2. Invest in Education and Workforce Development (Support Student Access and Success; Strengthen Under-Resourced Institutions; Bolster Job Training and Career and Technical Education)
3. Support Dreamers (Assist Students Impacted by the DACA Rescission)

Board Chair Walczak also spoke about the Self-Study/accreditation process and the upcoming campus visit of the New England Commission of Higher Education (NECHE) site visit team on March 29-April 1. He said that later in the meeting there will be an overview of the Site Visit Briefing Book for Comprehensive Evaluation to Continued Accreditation.

V. COMMITTEE REPORTS

Real Estate Subcommittee:
Vice President Pitcher said that the Real Estate Subcommittee (Trustees Cameron, T. Nguyen, Yadav, and Keliher) met prior to the Board of Trustees meeting. There was discussion in Executive Session about possible future real estate projects.

VI. STUDENT TRUSTEE REPORT
Student Trustee N. Nguyen presented the following Student Trustee report:

On January 25, 2020, I attended the Student Advisory Council Midyear Retreat to continue our initiating collecting signatures for the OER Statement of Support from students and faculty, and creating a resolution to improve the relations between the students and campus police.

On February 4, 2020, I went to the Student Advisory Council (SAC) Luncheon with the Board of Higher Education to update Board members about the work SAC has been working on in terms of Open Educational Resources, Campus Community Building Day Resolution to improve the relations between the students and campus police, and advocate for their support in changing Massachusetts General Laws of letting community college student trustees become part-time students. Many students from various community colleges gave their student testimonials of how it would be more beneficial.
From February 9, 2020-February 12, 2020, I attended the ACCT Community College National Legislative Summit where I had the opportunity to network with fellow community college leaders and meet with U.S. Massachusetts representatives in Congress to advocate for their support for community colleges and their students. We asked for their continuous support on various Pell grant awards (maximizing, short-term, second chances), supporting state investments in lowering the cost of community colleges, assisting students impacted by the DACA rescission, and various other federal student programs. Having student testimonials pushed the representatives to want to continue advocacy.

A week before the ACCT Community College National Legislative Summit (NLS), I was invited to the BHCC OER Leadership Meeting to give a brief update about SAC’s OER initiative and how SGA and Student Trustee would like to collaborate with the team on how to promote OER. Next week on March 3, 2020, there will be an OER Fair to educate the community about this subject. Last week on February 19, 2020- February 20, 2020, the Student Government Association (SGA) hosted their first meet and greet event of this semester where students had a chance to meet the Senate and Student Trustee where there was food, music, games, and prizes. Also, SGA is in the process of having three new members joining the team. Overall, there has been more student involvement on our campus. Five new clubs were created for more opportunities for students to engage with BHCC campus.

VII. PRESIDENT'S REPORT

Enrollment Status and Budget Implications:
Provost and Vice President Canniff reported on enrollment status and budget implications. This report included:

- BHCC Fall Enrollment Trends (2010-2019)
- Fall Enrollment Compared with Unemployment (2010-2019)
- BHCC Service Area High School Graduation Projection
- Enrollment Enhancement Strategies
  - Early College/Dual Enrollment
  - Grants
    1. ECE Early Childhood Education
    2. 22 Classes of 20 Lead Teacher CDA (Child Development Associate)
    3. TRAIN (Train Resources Internships Network)
       a. Unemployed/Underemployment
       b. 27 full-time students enrolled in Pharmacy Tech, EMT, CAN, and IT Certificate
- Training for Business and Industry
- Expand Online Learning

There was opportunity for discussion and Q&A.
FY21 Budget Preview:
Vice President Pitcher and Associate Vice President Ginsberg reported on FY21 Budget Preview. This report included:

- FY20 Status
- BHCC Enrollment Update: Overall BHCC Enrollments (Fall 2019 and Spring 2020)
- FY21 Budget Development
- Anticipated Operating Increases
- Consolidated Budget Savings and Cost Avoidance
- Future Solutions

There was opportunity for discussion and Q&A.

Climate Survey 2020:
President Eddinger provided an update on the recent distribution of the Equity Climate Survey. The survey instrument will be administered to the BHCC community. Our current work will produce a 2-3 year professional plan and will inform the development of the work of the Equity Work Group and the Chief Equity, Diversity and Inclusion Officer.

There was opportunity for discussion and Q&A.

NECHE Preparation:
President Eddinger gave a brief description of the Self-Study/accreditation process and the upcoming campus visit of the New England Commission of Higher Education (NECHE) site visit team on March 29-April 1. She provided an overview of the Site Visit Briefing Book for Comprehensive Evaluation to Continued Accreditation, a document made available to Board members in preparation for the site visit. This document includes:

- The Standards
- The Visiting Team
- 4-Day Agenda
- Post-Visit Process
- Board Interactions During Visit
- Q&A Items
  1. Board Independence and Self-Evaluation
  2. Board Representation
  3. Board Authority
  4. Examples of Data-Driven Decision-Making
- Board Interaction with NECHE Accreditation

There was opportunity for discussion and Q&A.
Veterans Center Study Session:
Dean of Students Julie Elkins provided a brief introduction to the study session about the Veterans Center. She introduced Special Programs Coordinator Misael Carrasquillo, who presented on the Veterans Center. The presentation included:

- History of Veterans Center
- Services Offered
- Benefit Breakdown
- Academic Programs Enrolled in BHCC
- The Veterans/Dependents
- Retention, Persistence, and Successful Outcomes
- Graduation Data
- Connecting with Campus Resources
- New Initiatives

There was opportunity for discussion and Q&A.

VIII. ADJOURNMENT

ACTION: Moved by Yadav; Seconded by Griffin.

“To adjourn the meeting.”

The Motion Passed Unanimously.

The Board of Trustees meeting adjourned at 6:10 p.m.

Respectfully submitted,

Trinh Nguyen
Board Secretary

George C. Hallsmith
Assistant Board Secretary