

**Minutes of the MassBay Community College Board of Trustees Meeting
Tuesday, April 11, 2023, by Webex and Facebook livestream from 8:00 to 10:00 am**

Board Members Present: Katarina Cipriano, Matt Kahn, Ilissa Povich, Rod Sanz, Lili Silva, Dune Thorne, Wendy Vincent

Board Members Not Present: Tobey Choate, Sandy Lish, Mikael Pyrtel, Diane Schmalensee

Staff Present: Yvonne Anthony, Director of Grants Development; Steve Baccari, Comptroller; Elizabeth Blumberg, Vice President for Student Development and Dean of Students; Liz Borg, Capital Campaign Director and Special Assistant to the President; Karen Britton, Executive Director, Office of the President; Lauren Curley, Director of Procurement and Business Operations; Lynne Davis, Dean of Health Sciences; Mishawn Davis-Eyene, Executive Director of Development; Joe DeLisle, Director of Facilities; Phil DiBlasi, Director of Public Safety; Marcus Edward, Vice President for Finance and Administration; Catherine Gildae, Assistant Dean for Institutional Effectiveness; Courtney Jackson, Vice President for Academic Affairs and Provost; Chitra Jaydekar, Dean of STEM; Nina Keery, Dean of Humanities and Social Sciences; Chris LaBarbera, Assistant Provost; Sue Maggioni, Dean of Business and Professional Studies; Lynn Moore, Chief Diversity Officer; David Podell, President; David Protano, Dean of Automotive Technology; Lisa Slavin, Associate Vice President for Enrollment Management; Jeremy Solomon, Associate Vice President for Institutional Advancement, Marketing, and Communications; Samaria Stallings, Assistant Vice President for Human Resources

Trustee Kahn opened the meeting and declared that a quorum was present.

REVIEW AND APPROVAL OF MARCH 14, 2023, MEETING MINUTES

MOTION: Trustee Kahn moved to approve the minutes of the March 14, 2023, meeting, and Trustee Povich seconded the motion.

The motion passed via the following roll call vote: Trustee Cipriano – YES; Trustee Kahn – YES; Trustee Povich – YES; Trustee Sanz – YES; Trustee Silva – YES; Trustee Vincent – YES

BOARD COMMITTEE REPORTS

FINANCE AND ADMINISTRATION

Committee Chair Kahn turned over the report to Vice President Edward.

Finance Items

Vice President Edward reported that MassBay is doing better than projected by \$2.3 million overall.

FY2023 Budget vs. Actual Comparison Report

Revenue

Revenue through the end of February is higher than projected by \$544,000. Enrollment came in better than the 5% decline budgeted, resulting in a positive variance of \$254,000 in Tuition and Fees. In Contracts and Commissions and Other Revenue, there is a positive variance of \$255,000, driven by

interest revenue of \$118,000 from Massachusetts Municipal Depository Trust (MMDT), which pays an interest rate of 4.93%.

Expenses

On the expense side, there is a favorable variance of approximately \$1.7 million, with positive variances recognized on all personnel related lines except Adjunct Faculty. There is also savings on the Permanent Staff line due to not yet paying out the \$307,000 budgeted for the MCCC union increases. The payout amount will likely total \$554,000, and it appears the state will cover the difference. There is an unfavorable variance on the Adjunct Faculty line, given better enrollment and salary increases. Favorable variances on the Part-Time Faculty and other personnel lines have resulted in a positive variance on the Local Fringe line of \$42,000. There are also positive variances on the Employee Related Payments, Operational Services, and Maintenance and Construction lines. In terms of Capital Budget, it is anticipated that MassBay will spend the entire \$800,000 budget by the end of the fiscal year.

MOTION: Trustee Kahn moved to approve the Budget vs. Actual Comparison Report, and Trustee Thorne seconded the motion.

The motion passed via the following roll call vote: Trustee Cipriano – YES; Trustee Kahn – YES; Trustee Povich – YES; Trustee Sanz – YES; Trustee Silva – YES; Trustee Thorne – YES; Trustee Vincent – YES

Student Accounts Receivable and Cash Comparison Report

The Student Accounts Receivable report as of the end of February shows that MassBay is doing better year over year, due to the timing of financial aid disbursements. The report as of the end of March is back to where expected, lagging by \$130,000 year over year. The Cash Comparison Report shows a decrease in cash of approximately \$480,000 year over year. MassBay is earning 4.93% at MMDT and had been earning 3% at Bank of America. There is \$31.8 million in cash and investments as of the end of February, with 65% of the balance in investments, 19% at MMDT, 10% at Bank of America, and 6% at the State to cover payroll. Discussion of MassBay's investments ensued. The College's investment goal is preservation of capital, daily liquidity, and highest prudent yield, and its investments are well protected.

Cash Position by Month

This report shows MassBay's monthly cash position over five years.

Investment Update

The market value of investments at the end of February was \$20.7 million, with an unrealized loss of \$607 million, or 2.9%, during the month of February. Since inception, the portfolio has gained 10.2 %.

Contracts Report

One contract for recruiting software with Intersect by PowerSchool is being paid for with local funds.

Fee Increase Modification

President Podell reported that, after the Trustees approved an increase in the general college fee at the March meeting, Governor Healy proposed the State pay for any fee increases that Community Colleges implement for FY2024. He pointed out that the Governor's Budget is not final until it goes through the Senate and the House, and the process could take until July.

Community College General Counsel Gina Yarbrough advised that Boards that have passed resolutions to increase fees should pass another resolution indicating the College will not apply the fee increase if the state budget ultimately does cover the fee increase. The language pertains only to the general fee, and not the course fees that were approved at the previous meeting.

MOTION: Trustee Kahn moved to approve the following motion: *Should the final General Appropriations Act for Fiscal Year 2024 contain appropriations for Massachusetts Bay Community College at or above the levels recommended in the Governor's House 1 budget filed on March 1, 2023, and these appropriations are not otherwise reduced mid-year, the Board shall not implement the increases for per-credit mandatory general college fees through FY24 previously approved by the Board on March 14, 2023. This Board action does not apply to increases in other fees that are specific to courses, programs, labs, technology, or facilities,* and Trustee Vincent seconded the motion.

The motion passed via the following roll call vote: Trustee Cipriano – YES; Trustee Kahn – YES; Trustee Povich – YES; Trustee Silva – YES; Trustee Thorne – YES; Trustee Vincent – YES

Personnel Items

Assistant Vice President Stallings reported the following:

Personnel Actions Report

Three new employees have been hired:

*Maria Fitzpatrick, Administrative Assistant II to the Assistant Dean of Health Sciences

*Francine Alger – Senior Technical Admissions Coordinator

*Simone Kerr - Administrative Assistant II to the Dean of Nursing

Sean Fortney has been promoted to Senior Assistant Director of Academic Advising, Coaching, and Transfer, and Keith Lanagan, Campus Police Officer I, left the College.

Recruitment Report

The final candidate for the Assistant Dean of Nursing has accepted the position. Faculty positions in Automotive Technology, Business and Accounting, Cybersecurity, Early Childhood Education, Nursing, and Practical Nursing have been posted.

ENROLLMENT REPORT

Associate Vice President Slavin reported that summer semester begins May 22. Enrollment is up just under 2%. Fall registration just opened, and admissions applications are up 17%, due in part to interest in Nursing, an easy online application, and “on the spot” admissions into Automotive Technology. Open House is in person in Wellesley on April 29. Much is happening on campus with tours, placement tests, and guidance and college counselor visits. Mayor Wu has expanded the free community college program starting this Fall to cover tuition and fees for students of any age residing in Boston for six colleges, including four community colleges, one of which is MassBay. Currently, just under 400 MassBay students currently live in Boston.

FOUNDATION AND CAMPAIGN REPORTS

Executive Director Eyene-Davis reported the following:

- *The quarterly newsletter was distributed yesterday, highlighting donations to Syria, Turkey, and Ukraine; the Trauma Center; and Care for Canine officers.
- *The Evening of Appreciation event is tonight.
- *The Boston Marathon will be held on April 17. Liz Cooper is running the marathon to raise funds for MassBay students. The link to support her run is:
https://www.givengain.com/discover?query=liz%20cooper&all_status=true
- *A Personal Finance event for Alumni/ae will be held in April.

Campaign Director Borg reported the following:

- *\$4.6 million of the \$5.7 million needed to complete the Campaign has been raised.
- *The deadline to meet state and federal match deadlines is June 30.
- *A \$1.2 million proposal has been submitted to Fidelity.
- *Connections have been made with Bank of America and the Yawkey Foundation.
- *An Alumni Appeal, including an email with videos focusing on EMS and Nursing, is going out shortly.
- *Trustee Lish was acknowledged for the many connections she has made for the College.

EXECUTIVE REPORTS

Student Trustee

Student Trustee Cipriano reported the following on behalf of Student Government Association (SGA):

- *Students are happy it is spring.
- *The SGA Vice President of Academic Affairs has done outreach related to increasing honors courses and creating an on-campus chapter of the honor society Phi Theta Kappa (PTK).
- *A Spring Dance and bowling event will be taking place later this semester.
- *An Open Minds forum was held last week.
- *The *What does safety at MassBay mean to you?* conversations have meant a great deal to students. Safety concerns include lower funding allocations to public universities.

Student Trustee Cipriano followed her report with a presentation ([attached](#)) on her experience as a Research Intern for Professor Jeanie Tietjen for the past three years. She announced the upcoming *Trauma and Resilience in Higher Education* Conference, led by product Professor Tietjen. The link is as follows: <https://traumainstitutehighered.org/trauma-resilience-in-higher-education-conference/>

Right now the Center does not have a physical space, but there is hope one will be developed soon.

Student Trustee Cipriano stressed the need for moving forward and making MassBay a place for transformation. One example is larger chairs for the classrooms in the new Framingham campus, something that does not exist on the Wellesley campus. The conference is good opportunity to highlight MassBay's positive efforts in this regard.

President

President Podell reported the following:

- *Construction on the new building is on time for move-in this Fall before classes begin in January 2024.

This has been a big job, and thanks were given to many, including Facilities, IT, Procurement, Health Sciences, and Academic Affairs.

*The state budget will be finalized in July. There are many positives in the Governor's budget, such as MassReconnect, which would make community college free for Massachusetts residents who are 25 years old and older and who do not already have a degree. (Senator Spilka has proposed tuition free for all community college students.) MassBay is considering adjustments that will need to be made for an influx of adult students, as it could be up to 700 more.

*Community College presidents are meeting with the Senate President and Chair of the Ways and Means Committee today at their invitation. We hope they will support the Governor's proposals.

*MassBay faculty are currently on Work to Rule, in protest about the union contract, which has been settled but they have not yet received their contractual increases for the past two years. The new Commissioner of Higher Education, Noe Ortega, informed the community college presidents that no one had been made aware that the first year of the next contract only affords a 2% increase, following the past two years of also only 2%. The contract was negotiated for two years with a lack of awareness about a third year, these percentages having been set by the Baker administration. The bargaining teams were only recently told about the 2% increase in the first year of the next contract. The Community College Presidents are outraged that both sides of the negotiating team were unaware of the third 2%, particularly given the relatively low pay (and high workload) of the faculty. MCCC Union President Dennis Walsh and President Podell sent joint letter to faculty laying out their view on the situation. There is a faint possibility that Governor Healey may retract the decision. The Presidents will write directly to the Governor in hopes that she may do so.

*Several years ago the Board of Trustees voted to arm MassBay police officers, though this did not occur at the time because of complications with AFSCME, the union that represents the police officers. Subsequent to the murder of George Floyd, the Board asked President Podell to take the temperature anew of the MassBay community. A variety of conversations related to safety on campus have been taking place this semester, the findings of which will be reported at the June meeting.

*Everyone is gearing up for end of semester, with a number of events, including Academic Excellence, IMPACT, Pinning Ceremonies, and Commencement. Commissioner Ortega is this year's Commencement speaker. It was noted that Maura Healey was a former Commencement speaker.

*A Legislative Breakfast will be held on the Wellesley campus on June 7.

ADJOURNMENT

Trustee Kahn moved to adjourn the meeting, and Trustee Silva seconded the motion.

The motion passed via the following roll call vote: Trustee Cipriano – YES; Trustee Kahn – YES; Trustee Povich – YES; Trustee Sanz – YES; Trustee Silva – YES; Trustee Thorne – YES; Trustee Vincent – YES

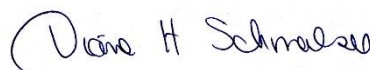
The meeting adjourned at 9:33 am.



5/23/23

David Podell, President
MassBay Community College

Date



5/23/23

Diane Schmalensee, Chair
MassBay Board of Trustees

