



Middlesex Community College

OFFICE OF THE PRESIDENT
DR. JAMES C. MABRY

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BOARD OF TRUSTEES ***Minutes of the Meeting - Tuesday, December 4, 2018***

I. CALL TO ORDER:

The meeting was called to order by Chairman James Campbell at 5:35 p.m., Nesmith House, 229 Andover Street, Lowell, MA.

Roll Call - In Attendance

James J. Campbell
Stephanie Cronin
Dr. Linda Banks-Santilli

Bopha Malone
Annie O'Connor
Dr. Cheryl Howard

Bridget Byrne
Laurie A. Elliott
Kathleen A. Plath

II. OLD BUSINESS

A. APPROVAL OF THE MINUTES FOR OCTOBER 25, 2018

On a motion by Trustee Cronin, seconded by Trustee Elliott, the minutes for the meeting held on October 25, 2018 were approved unanimously.

III. NEW BUSINESS

A. Personnel: (board action required)

- 1) P-1357-2019 Approve the resignation of the following Staff Members in accordance with the MCCC/MTA Agreement.
- 2) P-1358-2019 Approve the appointment of Staff Members in accordance with the Non-Unit Professionals Personnel Policies Handbook.

Motion to approve Personnel Actions P-1357-2019 and P-1358-2019 was made by Trustee Elliott, seconded by Trustee O'Connor, and unanimously approved.

President Mabry took a moment to introduce the new Staff Assistant in the Office of the President, Chantavia Harris. She will also be working with CFO, Frank Nocella. There will be official notice at the next Board of Trustee meeting.

III. NEW BUSINESS CONTINUED:

A. Chairman's Remarks:

- 1) The Chairman gave brief updates and commended the College on the inaugural theatre production of Romeo & Juliet. He highlighted the Lowell Sun's front page review of the play and shared the positive remarks. These type of events bring a buzz to the City of Lowell. He also spoke about all the volunteers that helped make the theatre event a success, and thanked them for their time and positive energy. Trustee O'Connor pointed out that the "Prince" of the play was attending the meeting along with the student group. The "Prince" student Mark Andrews thanked the Trustees on behalf of the theater department for all their support. The Chairman shared that the MCC student participation in the City of Lights parade was incredible with sword fighting along the parade route promoting the Romeo & Juliet production. Their efforts bought the first prize for the College with "Best Use of Theme."

B. President's Remarks:

- 1) President Mabry welcomed the Student Union Government Association (SUGA) to the meeting and thanked everyone for attending. He stated the semester has been very positive. He reported that two out of the three statewide union contracts have been settled and are waiting for the full-time faculty contract to be settled. There has been steady progress with the Title III grant initiative with the Navigate student portal system and data warehousing, and beginning to work the data analytics programs. There will be more on-line advising in the next semester and an online faculty development program. There is ongoing training being provided for staff including Development Day. The classroom refresh continues at the College with 23 classrooms, and the Cowan Center lobby and Multicultural Center. The classroom refresh will be ongoing. Some of the new classrooms are spectacular and include new furnishings and technology. There has been many programs to open the Donahue Family Academic Arts Center including the recent theatre production. The President stated that when you have hard working faculty and staff who engage students, set the expectations high and support and inspire them, they work hard and become more engaged at the College. The Academic Arts Center is also available to our community partners. The Middlesex 3 Coalition's annual meeting was recently held at the Academic Arts Center, and the center will be hosting the COOL (Cultural Organization of Lowell) annual meeting on Wednesday, December 5th. He reported the 5 year accreditation is making steady progress under the skilled leadership of Provost, VP Academic & Student Affairs, Phil Sisson. The Business Process Review is continuing to made good progress with the HR and finance processes. The Winter Open Houses will be held on each campus- Lowell is December 11 from 11 to 2 pm in the President's Reception area and Bedford is December 17 from noon to 3 pm in the Trustee House. These open houses help to celebrate the end of the semester.
- 2) Student Trustee, Bridget Byrne, informed the Board that the DHE Director of Trustee Affairs, Matt Noyes, invited one of MCCs' students to serve on a State Board for Open Educational Resources (OER). Morgan Mayo will serve in this capacity. Ms. Byrne said this is a great opportunity for students to have a voice at the table. Trustee O'Connor congratulated Student Trustee Bridget Byrne on the recent article in the Profiles magazine highlighting Ms. Byrne's return to college.

IV. COMMITTEE REPORTING/PRESENTATION

A. SUGA (Student Union Government Association) Introduction & Presentation

Provost Phil Sisson thanked the Student Affairs staff for their work with student engagement and student leadership. The Provost introduced Kirsten Morrow who is working as the Coordinator of Student Engagement and Retention. She works closely with student leaders and student clubs at the College. The members of Student Union Government Association (SUGA) introduced themselves; their reasons for joining SUGA along with their course of studies and any projects they are working on. Student club leaders were also in attendance and introduced themselves to the Trustees.

IV. OTHER BUSINESS

A. The next Committee Report/Update will be the Institution Planning Committee on January 31, 2019.

B. A list of awards were provided to the Trustees:

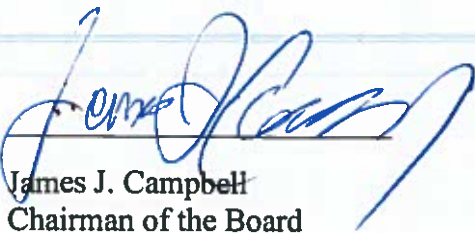
- 1) MCC Marketing & Communications 2018 NCMPR Medallion Awards –
- Gold – Electronic Newsletter
 - Gold – Interior Signage/Displays – single or series
 - Silver – Wild Card

C. The following is a list of key events provided to the Trustees:

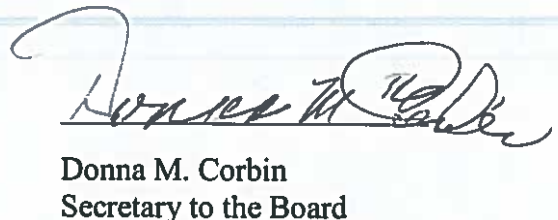
- 1) December 7, 2018, PTK Honor Society Induction Ceremony, 5:00 – 7:00pm, Bedford Café East
- 2) December 11, 2018, Winter Open House, 11:00 am – 2:00 pm, President's Reception Area, Lowell Cowan Center
- 3) December 17, 2018, Winter Open House, 12:00 pm – 3:00 pm, Bedford Trustee House
- 4) January 21, 2019, MCCF "Living the Dream Partners" MLK Event, 12:00 pm, Tsongas Arena
- 5) January 23, 2019, College Wide Open Forum, 2:00 pm, Lowell Cowan Center Café
- 6) January 23, 2019, Nursing Pinning Ceremony, 6:00 pm, Bedford Campus Center
- 7) January 31, 2019, Trustee Meeting, 7:30 am, Lowell Federal Building Courtroom
- 8) January 27, 2019, Mabry Soup Fest for Scholars, 2:00 pm – 5:00 pm, Nesmith House
- 9) March 28, 2019, Hold the Date – DHE Statewide Trustees Conference, 9:00 am – 3:00 pm, Doubletree Hotel, Westborough

D. The next meeting of the Board of Trustees will be held on **Thursday, January 31, 2019, at 8:00 a.m., Lowell Federal Building Courtroom.**

Motion to adjourn for meeting, made by Trustee Elliot, seconded by Trustee Malone, and unanimously approved at 6:25 pm.


James J. Campbell
Chairman of the Board

Respectfully Submitted,


Donna M. Corbin
Secretary to the Board

