



Middlesex Community College

OFFICE OF THE PRESIDENT
DR. JAMES C. MABRY

mabryj@middlesex.mass.edu
www.middlesex.mass.edu

BOARD OF TRUSTEES ***Minutes of the Meeting - Tuesday, December 6, 2016***

I. CALL TO ORDER:

The meeting was called to order by Chairman James Campbell at 5:40 p.m., Nesmith House, 229 Andover Street, Lowell, MA.

Roll Call - In Attendance

James J. Campbell
Stephanie Cronin
Dr. Oscar Depriest

Bopha Malone
Steven C. Iem
Alexander Gounaris

Alec A. Belanger
Annie O'Connor

II. OLD BUSINESS

A. APPROVAL OF THE MINUTES FOR OCTOBER 27, 2016

On a motion by Trustee Iem, seconded by Trustee Depriest, the minutes of the meeting held on October 27, 2016 were approved unanimously.

III. NEW BUSINESS

A. Personnel: (board action required)

- 1) P-1316-2017 Approve the appointment of Staff Member in accordance with the AFSCME Coalition I Agreement.
- 2) P-1317-2017 Approve the resignation of Staff Members in accordance with the Non-Unit Professionals Personnel Policies Handbook.
- 3) P-1318-2017 Approve the appointment of Faculty/Professional Staff members in accordance with the MCCC/MTA Agreement.

Motion to approve Personnel Actions P-1316-2017 thru P-1318-2017 was made by Trustee Cronin, seconded by Trustee Malone, and unanimously approved.

B. Chairman's Remarks:

- 1) The Chairman spoke on the importance of the being part of the community and highlighted the City of Light parade and the involvement of the students.
- 2) Chairman Campbell attended the opening/ribbon cutting of the new cyber security lab and program at Middlesex. He praised the College for this new program and stated this is an area of growth and an opportunity for students to enter the workforce or continue their education at a 4 year institution.
- 3) Chairman Campbell commented that it has been one year since his first meeting and how important it is to speak with the students and learn from their prospective in a casual setting.

III. NEW BUSINESS CONTINUED:

C. President's Remarks:

- 1) President Mabry agreed with the Chairman that it is always enjoyable to be with the students.
- 2) President Mabry updated the Trustees on the Strategic Transformation Process. He reported that a report has been received stemming from the Strategic Transformation Summit feedback and will be discussed at the Cabinet level. He also reported information is being compiled on what is already being implemented with enrollment strategies and cost saving initiatives. There will be Cabinet retreats on December 20 and 21 to work through the report and begin to draft a comprehensive report. Cabinet will work through the report systematically. There will also be Cabinet retreats in January to finalize a plan to present at the January Trustee meeting. There has been a temporary hold on hiring personnel other than critical positions and grant funded programs. There is also a hold on out-of-state travel and conferences. Any travel and conferences will need approval at the Cabinet level. There is also a hold on overtime unless in an emergency situation with Cabinet level approval.
- 3) The President updated the Board on the HR & CFO Searches – an HR Director has been chosen and the College is in the process of finalizing the contract. They will be joining Cabinet at the scheduled retreats and should be joining the January Board meeting. The college is in the final interview process for the CFO.
- 4) The President asked Mary Chatigny to report on the MCCC retro pay increase and the NUP pay raise. The MCCC union contract allows for a 2.5% increase and the NUPs will receive a 2% cost of living increase.
- 5) The President informed the Board of the James & Judith Mabry Scholarship Soup for Scholars Fest scheduled for January 29, 2017 at the Nesmith House. All funding from the event will go directly into the scholarship.
- 6) President Mabry reported on his recent activities – Met with the new owner of the Spinners Baseball team, Dave Heller. Mr. Heller is interested in offering student internship opportunities and starting a scholarship for students. Attended a Whistler House event with a student. Participated in the Bedford Stroll where a booth was staffed by the College's early childhood education program and the admissions department. Also attended the CMAA Annual Winter Wonderland event. He attended a Shakespeare performance by the MCC theatre department. The Cyber-Security Lab ribbon cutting was held December 5th and attended by our legislators, Congresswoman Tsongas, Senator Donoghue and Representative Nangle. He thanked Chairman Campbell and Trustees Malone and Hicks for their participation. The College also opened food pantries on both campuses. The opening of the Lowell campus food pantry is today and Bedford is scheduled for tomorrow. He reported on the water main break on Central Street that flooded the Boston & Maine building. The College is expecting a full report from DCAMM who are overseeing the project.

IV. COMMITTEE REPORTING/PRESENTATION

A. Diversity Committee:

The Board was provided with data representing the student diversity and the faculty/staff diversity at the College. Trustee Depriest, as Chairman of the Diversity Committee, commended the College on the progress the College has made in bringing the hiring of faculty and staff in line with the student population they serve. Phil Sisson, Provost, Vice President of Academic, Student Affairs & Enrollment explained the efforts of the College to work towards the College's faculty representing the student

IV. COMMITTEE REPORTING/PRESENTATION CONTINUED

A. Diversity Committee Continued:

population. He also stated there is more work to do with part-time faculty and staff representing our student population.

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

- 1) Phil Sisson, Provost and Vice President of Academic and Student Affairs introduced Dean of Students, Pam Flaherty. Dean Flaherty gave a brief overview of the Student Affairs area. She introduced Steve Rossi, Director of Student Leadership who supports all student government activities and student club activities. Steve introduced Student Trustee Alexander Gounaris and explained that the Student Trustee is a conduit from the students to the Board. The Student Union Government Association (SUGA) introduced themselves and presented their views of what they believe to be important initiatives at Middlesex. Each story was unique and well presented.
- 2) Dona Cady gave a brief overview of the International Fellowships and introduced students who participated in the India, China and Belize fellowships this past year. Each student shared their experiences and how important the program was. The Chairman thanked each student for sharing their stories.

V. OTHER BUSINESS

A. The next Committee Report/update is Student Success Committee, January 26, 2017

B. The following awards were noted:

- 1) MCC Marketing Communications received six awards from NCMPR (National Council for Marketing & Public Relations) District 1 for the following categories/projects:
 1. **Logo Design:** Commonwealth Honors Program - silver
 2. **Communications Success Story:** Alicia Gentile Dual Enrollment story - silver
 3. **One-Time Special Event** - Mabry Inauguration - BRONZE
 4. **Social Media campaign** - #MCCGrad - silver
 5. **Social Media contest** - ur 1st 30 days - silver
 6. **Video Shorts** - Commonwealth Honors Program - silver – bronze

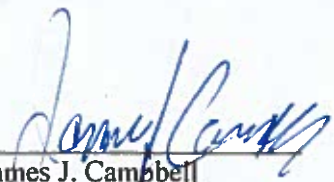
C. The Board was provided with a list of key events through April:

- 1) December 14, 2016, Winter Open House, 12:00 - 3:00 pm, Bedford Trustee House
- 2) December 15, 2016, Winter Open House, 11:00 – 2:00 pm, Lowell Cowan Center, 5th Floor
- 3) January 16, 2017, Lura Smith Fund, MCCF MLK Celebration, Tsongas Arena, 12:00 pm
- 4) January 25, 2017, Nursing Pinning Ceremony, 6:00 pm, Café East, Bedford
- 5) January 26, 2017, Open Forum, Bedford Campus Center – 2:00 -4:00 pm
- 6) January, 26, 2017, Trustee Meeting, 7:30 am, Trustee House, Galvani Room
- 7) March 20 - 24, 2017 Spring Break
- 8) March 30, April 3, 4, & 5, 2017, Advisory Board Dinners, Bedford Campus Center

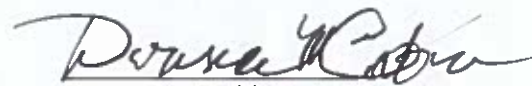
D. The next meeting of the Board of Trustees will be held on **Thursday, January 26, 2017, at 7:30 a.m., Bedford Campus, Trustees House, Galvani Room.**

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BOARD OF TRUSTEES MINUTES
DECEMBER 6, 2016

Motion to adjourn for meeting made by Trustee Cronin, seconded by Trustee O'Connor, and unanimously approved at 6:38 p.m.


James J. Campbell
Chairman of the Board

Respectfully submitted,


Donna M. Corbin
Secretary to the Board