



## Middlesex Community College

OFFICE OF THE PRESIDENT  
DR. JAMES C. MABRY

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### ***BOARD OF TRUSTEES*** ***Minutes of the Meeting – Thursday, February 23, 2017***

#### **I. CALL TO ORDER:**

The meeting was called to order by Chairman Campbell at 7:34 a.m. at the Trustee House, Galvani Room, Bedford, MA.

#### **Roll Call - In Attendance**

Alexander Gounaris  
James J. Campbell  
Alec Belanger

Steven C. Iem  
Bopha Malone  
Dr. Oscar DePriest\*

Stephanie Cronin  
James G. Hicks  
Cheryl Howard

\*Via Conference Call – Geographical Distance

#### **II. OLD BUSINESS**

##### **A. APPROVAL OF THE MINUTES FOR JANUARY 26, 2017**

With a motion by Trustee Hicks, seconded by Trustee Howard, the minutes of the meeting held on January 26, 2017 were presented for approval. A roll call vote was requested. All voted in favor of approving the minutes.

#### **III. NEW BUSINESS**

##### **A. Personnel (Board Action Required):**

- 1) P-1322-2017 Approve the appointment/retirements of Professional Staff members in accordance with the MCCC/MTA Agreement.
- 2) P-1323-2017 Approve the appointment of Professional Staff members in accordance with the Non-Unit Classified Personnel Policies Handbook.

Motion made by Trustee Hicks, seconded by Trustee Malone to approve Personnel Action P-1322-2017 and P-1323-2017. A roll call vote was requested and the motion carried with no objections.

**II. NEW BUSINESS CONTINUED**

**B. Chairman's Remarks:**

- 1) Monthly Updates
  - a. CVS Meeting – Partnered with MCC on various initiatives and looking to continue strengthening relationship
  - b. ACCT Legislative Summit – MCC is on the right track in terms of financial decisions made. The college should continue looking to federal grants. Met with Representative Kennedy who is impressed with our biotech and national security programs and would like to use it nationally. National recognition for MCC's health programs.
- 2) Revisit March meeting request – President Mabry discussed that the early retirement incentive program will not close until March 24<sup>th</sup>, cabinet retreat was pushed back in order to reevaluate next steps, therefore we would not bring personnel actions in March. Trustees agree that there will not be enough information available and feels that the college has enough financial stability that wouldn't warrant a meeting. After A&F meeting, due to actions MCC is taking we may not need to touch reserve money.

**C. President's Remarks:**

- 1) Strategic Transformation Update
  - a. Trustee Belanger reviewed technology in Meeting House to see how we can update the facility for rental income for the foundation
  - b. Retrenchment of a number of administrative positions, a couple of assistant deans have moved into faculty positions
  - c. MOU for Early Retirement Incentive should be finalized soon and will update at today's FSA meeting. Trustees asked for clarification on the early retirement incentive deadline and how communication is being handled. The President and Chairman have done a couple of media interviews regarding the strategic transformation.
- 2) Grant News
  - a. aanapisi center will be opening early next month
  - b. mcc 360 grant group is doing great
  - c. Governor Bakers group will be on campus next week, Skills Capital Grant awarded to MCC to help rebuild labs across campus and state of the art technology
- 3) Alumni Association
  - a. First meeting took place a couple of weeks ago consisting of a diverse group of graduates

**C. President's Remarks Continue:**

- a. Progress continues on Boston & Maine Building completion scheduled for February 2018
- b. President encouraging college community for advocacy in Boston regarding legislation for full funding for our contracts, and funding of pay increases – information will be put out to FSA

D. Academic Affairs (Board Action Required):

- 1) AA-48-2017 – Approve New Academic Program – Health Care Administration Associate in Science Degree

Motion made by Trustee Cronin , seconded by Trustee Howard to approve Academic Affairs Action AA-48-2017. A roll call vote was requested and the motion carried with no objections.

#### IV COMMITTEE REPORT

A. Administration & Finance (Board Action Required):

- 1) AF-562-2017 Approve the \$50 Per Credit Fee Increase to Nursing, Dental Hygiene, Medical Lab Technician, Diagnostic Med Sonography, and Radiologic Technology Health Programs.

- a. Trustee sought additional clarification and concerned about this affecting the needier students. The college has done an analysis of the students already in these programs and found it would not impact them greatly.

- 2) AF-563-2017 Approve use of HEFA Funds for Operations Costs

- a. Trustees concerned with the wording of the action and if the wording would allow funds to be used for operations and if the fund should be renamed. Betty Ann suggested additional operation fee. President Mabry didn't feel it was necessary to change name but to make fund unrestricted. President Mabry also explained that the bond money we have is more than enough and the restriction is no longer necessary and funds can be used however the board sees fit. It will remain in our reserves.

- b. Trustees concerned whether the unrestricted funds were locked in investments or available as cash.

Motion made by Trustee Cronin , seconded by Trustee Belanger to approve Administration & Finance Action AF-562-2017 and AF-563-2017. A roll call vote was requested and the motion carried with no objections.

#### V OTHER

A. College Awards & Grants:

- 1) Please see attached for a detailed list of all grants received between October 22, 2016, and February 15, 2017.

- a. President Mabry discussed the amounts for grants MCC will be receiving. Discussed how grant money used to update equipment and classrooms not for personnel costs.

B. Key Events:

- 1) Wednesday, March 1, 2017 Scholarship Award Ceremony, 3:30 pm Bedford Campus Center
- 2) March 20 - 24, 2017 Spring Break
- 3) March 30, April 3, 4, & 5, 2017 Advisory Boards Meeting/Dinner 6:00 pm Bedford Campus Center Café East
- 4) April 18 & 19, 2017 Student Trustee Elections
- 5) Wednesday, April 26, 2017 Honor's Poster Conference, 2:00-4:30 pm Café East, Bedford
- 6) Wednesday, May 3, 2017, Sports Recognition, 5:00 pm
- 7) Friday, May 5, 2017, Assessment Day, Bedford Campus
- 8) Friday, May 5, 2017, 29 Who Shine, 2:00 pm, MA State House
- 9) Tuesday, May 9, 2017, Student Leadership Awards, 2:00 pm, Lower Café, Lowell
- 10) Wednesday, May 10, 2017, All Club Celebration, 5:00 pm UMass ICC
- 11) Thursday, May 11, 2017, Spring Fling Lowell Campus
- 12) Tuesday, May 23, 2017, Evening of Excellence, (Pinning & Honors Night), 4:00 pm Lowell Memorial Auditorium
- 13) Thursday, May 25, 2017, Trustee Meeting 8:00 am, Lowell Cowan Center Room 302
- 14) Thursday, May 25, 2017, Commencement, 10:00 am, Lowell Memorial Auditorium (reception to follow Cowan Center Café)

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- C. Next Meeting: The next meeting of the Board of Trustees will be held on **Thursday, April 27, 2017, 7:30 am, Trustee House, Galvani Room, Bedford – A Campus tour will follow the meeting.**

**VI. FOLLOW UP**


1)

Motion to adjourn meeting was made by Trustee Cronin , seconded by Trustee Malone. A roll call vote was requested and unanimously approved adjournment at 9:01 a.m.



James J. Campbell  
Chairman of the Board

Respectfully submitted,



Donna M. Corbin  
Secretary to the Board