



Middlesex Community College

OFFICE OF THE PRESIDENT
DR. JAMES C. MABRY

mabry@middlesex.mass.edu
www.middlesex.mass.edu

BOARD OF TRUSTEES MINUTES OF THE MEETING Thursday, October 27, 2016

I. CALL TO ORDER

The meeting was called to order by Chairman Campbell 7:35 a.m., Lowell Campus, Federal Building Courtroom.

Present

James J. Campbell
Alec A. Belanger
Stephanie Cronin

Annie O'Connor
Steven C. Iem
Tami Dristiliaris

Bopha Malone
Alexander Gounaris
Dr. Oscar Depriest*

**via conference call – geographical distance*

II. APPROVAL OF THE MINUTES FOR SEPTEMBER 27, 2016

On a motion by Trustee Cronin, seconded by Trustee O'Connor, to approve the minutes of the meeting held on September 27, 2016. A roll call vote was requested. Trustee Dristiliaris abstained from voting. All others voted in favor of approving the minutes of September 27, 2016 as presented.

III. COMMITTEE REPORT

A. Audit/Investment & Finance Committee:

The Audit Committee met with auditors O'Connor & Drew, LLC on October 7, 2016 in Lowell. Committee Members include Chair, Trustee DePriest, and Trustees, Iem, and Dristiliaris. Representatives from O'Connor & Drew attended today's meeting and provided an overview of the draft audit report to the Trustees. They reviewed the financial statements, internal controls report, and the student financial aid report.

- 1) AF-559-2017 Approval of the college's FY 2016 Financial Statements/O'Connor & Drew Auditors Report.

Motion made by Trustee Cronin, seconded by Trustee Dristiliaris to approve the Administration & Finance Actions AF-559-2017. A roll call vote was requested. All voted in favor of approving action AF-559-2017.

- 2) AF-560-2017 Approval of the college's FY 2017 first quarter trust fund and state appropriation report of unrestricted funds.

**PAGE 2 - BOARD OF TRUSTEES MINUTES
OCTOBER 27, 2016**

IV. NEW BUSINESS:

A. Audit/Investment & Finance Committee Continue:

Trustee Iem asked what efforts were being made by the College to close the budget deficit for FY 2017. Betty Ann Learned explained she has been meeting with all department heads to review their budgets. She also reported a slowdown of spending throughout the College.

Motion made by Trustee Malone, seconded by Trustee Cronin, to approve the Administration & Finance Actions AF-560-2017. A roll call vote was requested. All voted in favor of approving action AF-560-2017.

3) AF-FYI-2017 Betty Ann Learned gave an overview of the MCC Investment Report. The Investment Company met with Trustees on October 21, 2016. Committee members include Chair Trustee Iem, and Trustees Dristiliaris and Depriest. Representatives from Enterprise Investment reviewed the investment report and was available to answer any questions. Chairman Campbell also attended the meeting, and commented that the report was positive and the Committee is satisfied with the current investment firm the College has secured.

B. Personnel: (board action required)

- 1) P-1313-2017 Approve the appointment of Faculty/Professional Staff members in accordance with the MCCC/MTA Agreement.
- 2) P-1314-2017 Approve the appointment of Staff Member in accordance with the AFSCME Coalition I Agreement
- 3) P-1315-2017 Approve the resignation of Staff Members in accordance with the Non-Unit Professionals Personnel Policies Handbook.

Motion made by Trustee Cronin, seconded by Trustee Dristiliaris, to approve the Personnel Actions P-1313-2017 and P-1315-2017. A roll call vote was requested. All voted in favor of approving actions P-1313-2017 through P-1315-2017.

C. Chairman's Remarks:

- 1) The Chairman attended the Lowell Plan Breakfast and commented on the praised Middlesex Community College received for the work the College continues to do in the City of Lowell and they are looking forward to the completion of the Boston & Maine Academic Arts building.
- 2) U.S. Ambassador to Cambodian's visit to MCC was very impressive and it was an honor for the College to be able to host the Ambassador at a community forum.
- 3) Trustee Emergency Alert Report – the Trustees will have access to the emergency texting system at the College. This is an opt-in system. The Chairman asked Trustees to contact Donna Corbin if they would like to receive emergency texts from the College.
- 4) Middlesex 3 Coalition recently held a roundtable discussion with Congressman Seth Moulton. The Chairman stated it was an interesting event and feels the connections with the coalition and the business community is important for the College moving forward.
- 5) Committee Update Info – the Chairman reported he was going to align the committee structure with the College's new strategic plan – more information will be provided after the 1st of the year.
- 6) The Chairman introduced Student Trustee, Alexander Gounaris – Alexander Gounaris gave an overview of SUGA initiatives and student clubs around the College. He reported a student Town Hall is being scheduled where students can have a voice and share any concerns, he stated all were welcomed. He also provided survey results from a survey he conducted on student interests on and off campus. He recently attended a statewide student government forum and finds this an important outreach. New FSA President, Sally Quast invited Alexander to speak at the FSA Executive Committee meeting.

**PAGE 3 - BOARD OF TRUSTEES MINUTES
OCTOBER 27, 2016**

D. President's Remarks:

- 1) President Mabry introduced Sally Quast who is serving as the new FSA President. He presented a brief bio which included her many engagements at the College and the surrounding community.
- 2) President Mabry gave a brief overview of the Strategic Transformation Summit held on October 19 at the UMass ICC. He report over 400 faculty and staff participated. The energy was positive throughout the day and staff brought many ideas to the table. The focus for the day was on enrollment, retention and financial competencies. The Strategic Planning Committee is in the process of creating a report from all the feedback received at the summit. Many ideas were presented on how the College can do things differently to operate more efficiently and effectively. The President explained that he has been holding bi-weekly "College Dialogue" with staff from all departments around the College to keep the conversation open.
- 3) The President updated the Board on the HR Director and CFO searches. He reported the first round of interviews are in process for the HR Director with final interviews scheduled for mid-November. The posting for the CFO position will close at the end of week and first round interviews being scheduled for mid-November.
- 4) President Mabry gave an overview of his recent activities – he meet with the Science Faculty, and attended the Middlesex 3 Coalition roundtables with Congressman Moulton and Congresswoman Tsongas. The College hosted US Ambassador to Cambodia, William Heidt, at three different events that included students, College staff and community member's participation. At the evening forum, it was announced the College received the US DoE Asian American and Native American Pacific Islander-Serving Institutions Program (ANNAPISI) grant that will help accelerate MCC's ongoing efforts to connect with the local Asian community. He attended the inauguration of the new President at MassBay Community College, Dr. David Podell. The Present recently spoke at the Faculty Staff Association (FSA) meeting which was well attended and is an opportunity for information sharing and frank dialogue. He explained MCC has a strong culture of positive and professional decision making to promote student success. He attended the President's Council meeting at Berkshires Community College and heard a presentation by the Commissioner of Higher Education. He also reported the best event he attended was on October 14 when his youngest daughter Tess married in Leesburg, VA. It was a beautiful day filled with happiness and joy for family and friends.

V. OTHER BUSINESS

A. The next committee report is the Diversity Committee for the December 6, 2016 Trustee meeting

B. Grants and Awards:

- 1) The Trustees were provided with a detailed list of all grants received/pending between September 17, 2016, and October 20, 2016.
- 2) The Trustees were provided with news releases for the following awards:
 - Middlesex Community College recognized for educational excellence
 - Ultrasound Technician 2yr - <http://www.accreditedschoolsonline.org/medical-and-health/ultrasound-technician/>
 - Radiology Technician 2yr - <http://www.accreditedschoolsonline.org/vocational-trade-school/radiology-technician/>

C. The following is a list of key events:

- 1) October 27, 2016, Trustee Statewide Conference, 10:00 am, UMass ICC, Lowell, MA – followed by the Massachusetts Community College Trustee Association (MCCTA) Fall meeting.
- 2) November 8, 2016 & November 14, 2016 - Higher Education Strategic Framework Regional Workshops to be held at MCC

**PAGE 4 - BOARD OF TRUSTEES MINUTES
OCTOBER 27, 2016**

V. OTHER BUSINESS CONTINUED

C. The following is a list of key events continued:

- 3) November 9, 2016, PTK Honor Society Induction Ceremony, 3:00 pm, Bedford Campus Center
- 4) November 19, 2016, Craft Fair, 9:00 am – 3:00 pm, Bedford Campus Center
- 5) November 26, 2016, City of Lights Parade, 4:30 pm Downtown Lowell
- 6) December 6, 2016, Trustee Meeting w/Student Government, 5:30 pm, Nesmith House, 229 Andover St. Lowell

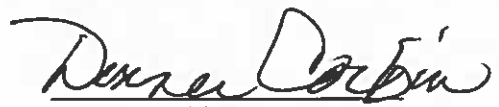
D. The next meeting of the Board of Trustees will be held on Tuesday, December 6, 2016 at 5:30 p.m., Nesmith House, 229 Andover St., Lowell, MA with Student Government

Motion by Trustee Dristiliaris, to adjourn, seconded by Trustee O'Connor. A roll call vote was requested. All voted in favor to adjourn the meeting at 9:00 a.m.



James J. Campbell
Chairman of the Board

Respectfully submitted,



Donna Corbin
Secretary