GREENFIELD COMMUNITY COLLEGE  
Board of Trustees Meeting  
June 24, 2020 8:00 a.m.  
ZOOM

Present: Chair Robert Cohn, Cady Coleman, Chris Donelan, Claire Higgins, Isaac Mass, Joanne Marqusee and Hector Toledo  
Absent: Dorinessy Orphee Meledje, Robyn Provost  
Others Present: President Yves Salomon-Fernandez, Anna Berry, Mark Boudreau, Regina Curtis, Mary Ellen Fydenkevez, Laura Garcia, Shannon Larange, Patricia McPeak-Larocca, Joan Murphy, Karen Phillips Judy Raper and Alex Wiltz

Call to Order  
Chair Cohn called the meeting to order at 8:05am.

Minutes  
On a motion by Trustee Donelan and seconded by Trustee Mass, the Board of Trustees voted unanimously to approve the draft minutes of the May 24, 2020 meeting.

Committee and Liaison Reports/Updates

Academic Affairs  
No Report.

Alumni Liaison  
Regina Curtis reported they are actively growing their Alumni Association, the Alumni Council is currently meeting quarterly. They are in the process of planning a GCC Alumni Night at the Northfield Drive-In.

Foundation Liaison  
Regina Curtis reported the campaign is nearing its June 30th end. She commended the amazing team of volunteers that helped raise just over 1.1 million dollars from 848 donors. The final number will be revealed after June 30th.

Finance Committee  
Fiscal Year Spending Approval  
Karen reported to the Trustees in order to expend local and state funds during FY 2021, the Board of Trustees is required to approve an expenditure authorization. Until final the final budget is approved, by the State the Trustees are asked to approve 1/3 of the previous year’s budget. The total annual operating budget for FY 2020 was $19,873,566. A finalization of the time frame and amount of the state allocation for FY 2021 is unknown at this time. The college has taken numerous steps to ensure a final balanced budget will be able to be presented to the Board of Trustees subsequent to the final FY 2021 allocation being authorized to Greenfield Community College by the Commonwealth.
**MOTION**
On a motion by Trustee Mass and seconded by Trustee Higgins, the Board of Trustees moved to approve expenditure authority of up to $6,558,277 from state and local revenues in order to conduct the business of the College for the period July 1 through October 31, 2020.

Roll call vote was taken, all were in favor and the motion passed.

*FY 2020-2021 Program Fee Increases*
Karen reported the college is recommending no fee increase to College Service Fee for the fall 2020 semester. Effective fall 2020, the College is recommending the following changes to the following Program Fees:

<table>
<thead>
<tr>
<th>Program</th>
<th>Current Fee</th>
<th>New Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>ADN Program</td>
<td>$500 per semester</td>
<td>$750 per semester</td>
</tr>
<tr>
<td></td>
<td>$1,000 annually</td>
<td>$1,500 annually</td>
</tr>
<tr>
<td>LPN Program</td>
<td>$525 per semester</td>
<td>$775 per semester</td>
</tr>
<tr>
<td></td>
<td>$1,050 annually</td>
<td>$1,550 annually</td>
</tr>
<tr>
<td>Contract Course</td>
<td>$1,500 per credit</td>
<td>$1,750 per credit</td>
</tr>
<tr>
<td>Student Activity</td>
<td>$30 fee that would no longer be waived for online classes</td>
<td></td>
</tr>
<tr>
<td>Health Application</td>
<td>$11 fee that would no longer be waived for online classes</td>
<td></td>
</tr>
</tbody>
</table>

Karen explained the establishment of program/course fees recognize the need to pass on some of the costs of education to those individuals who are enrolled in high cost programs/courses or being extended additional services beyond those traditionally recognized in a traditional classroom or laboratory setting. This is the first increase in nursing program fees in 6 years. Current Mass BORN regulations have required a number of changes to the curriculum and to the curriculum delivery to ensure our continued accreditation. In addition to Mass BORN the Associate Degree program is also ACEN accredited.

Contract Courses have been assessed at $1,500 per credit for as long as the college has offered them (approximately 8 years). The average contract course is 3 credits for a total of $4,500 that is billed to the contracting agency. The faculty cost alone to teach the course is anywhere between $3,600- $4,000. Once additional indirect costs related to teaching the course are
factored in the college is barely breaking even and no profit is realized. Karen reported many of
the other community colleges in the Commonwealth have in place special fees for high costs
programs and services. Total projected additional revenue to Greenfield Community College
would be approximately $75,000 per academic year.

The Finance Committee discussed a transcript fee increase from $3 per request to $5 for e-
transcript, $7.50 paper copy at their last meeting. After discussion, it was decided to remove that
increase from the motion and they would revisit at the next meeting.

MOTION
On a motion by Trustee Mass and seconded by Trustee Coleman, the Board of Trustees moved
to approve the program fee increases referenced above effective the 2020-2021 Academic Year.

A roll call vote was taken, all were in favor and the motion carried.

Personnel & Policies Committee
No Report.

Student Senate
No Report.

President’s Report
President Salomon-Fernandez introduced Alex Wiltz, Director of Public Safety to the Trustees.
Alex reviewed the Return to Campus plan with the Trustees. The College has formed a Return to
Campus Team that meets on a weekly. The plan has five phases and is fluid to allow movement
forward and backward through the phases if necessary.

President Salomon-Fernandez introduced Regina Curtis, Executive Director of Institutional
Advancement to present a summary of the Grants Office Activity. The College secured total
grant funding in the amount of $5,696,816 from State, Federal and Private sources during the
period of FY2017-FY2020. Totals by fiscal years and funding type are noted below.

- **State** - $4,009,695 (70%)
- **Federal** - $1,656,621 (29%)
- **Private** - $30,500 (1%)
- **FY17** $2,592,653
- **FY18** $423,601
- **FY19** $1,210,405
- **FY20** $1,463,157

The College is currently waiting to hear back on the following grants:

<table>
<thead>
<tr>
<th>Division</th>
<th>Submission Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Administration &amp; Finance</td>
<td>$8,372,002</td>
</tr>
<tr>
<td>Workforce Development</td>
<td>$720,000</td>
</tr>
<tr>
<td>Engineering/Math/Nursing &amp; Science</td>
<td>$82,000</td>
</tr>
<tr>
<td>Humanities</td>
<td>In development ~$175,000</td>
</tr>
</tbody>
</table>
New Business

Racial Justice Equity Across All Dimensions of Diversity

President Salomon-Fernandez reported the College has shown tremendous leadership in the area of racial justice and equity. Leo Hwang, Dean of Humanities is currently serving as our diversity, equity and inclusion liaison to the Department of Higher Education focusing work on closing achievement gaps. In response to recent events, a number of faculty and staff Zoom sessions have occurred across campus, providing faculty and staff a place to process and talk about how these events have effected them. The discussions also focused on how we move forward and how we make this an even bigger priority. Before recent events, the College had started looking at achievement gaps more closely. The College has identified significant achievement gaps for students of color and will use a recently awarded Lumina Foundation Grant to focus on closing those gaps. The College received an invitation from the Commissioner of Higher Education to apply for the grant and was awarded $100,000. Similar sessions have been held for students and there are upcoming sessions for faculty and staff of color and students and faculty in the Criminal Justice program. The Criminal Justice faculty and students are experiencing this very different which is important to acknowledge. The hope of the sessions is to identify what is the College’s role is for serving the community, what our pedagogy should look like, and where there are opportunities for training. Yves also acknowledged the importance of looking at other dimensions of diversity, ensuring all our students feel welcome, seen and valued.

Alex Wiltz reported the Community College Chiefs regularly meet and are currently working on some new policies. One of the policies currently in process is the Right to Intervene. Alex has reviewed guidance received from the Massachusetts Police with his staff on suspicious persons. Alex has instructed officers not to respond to a suspicious person call if the person is perceived as not belonging versus being actually suspicious.

Adjournment

On a motion from Trustee Higgins and seconded by Trustee Coleman the Board of Trustees unanimously voted to adjourn at 9:37 am.

Respectfully submitted by,
Shannon Larange