GREENFIELD COMMUNITY COLLEGE  
Board of Trustees Meeting  
May 22, 2019 8:00 a.m.  
President’s Conference Room – C201

Present:  Chair Robert Cohn, Cady Coleman, Chris Donelan, Carrie Hale, Claire  
Higgins, Linda Melconian, Isaac Mass, Robyn Provost, 
Absent:   Martha Barrett, Amy Moscaritolo, and Liz Sillin 
Others Present:  President Yves Salomon-Fernandez, Anna Berry, Marie Breheny, Regina  
Curtis, Mary Ellen Fydenkevez, Leo Hwang, Brian Kapitulik, Shannon  
Larange, Orhpee Meledje, Stacy Metzger, Karen Phillips, Catherine Seaver  
and Alex Wiltz

Call to Order
The meeting was convened by Trustee Sillin at 8:05 a.m.

Minutes
On a motion by Trustee Donelan and seconded by Trustee Provost, the Board of Trustees voted  
unanimously to approve the draft minutes of the April 10, 2019.

Old Business
Chair Cohn reminded Trustees the Foundation is in the last month of its campaign and  
encouraged everyone to participate. He also shared the golf tournament was once again a huge  
success.

Committee and Liaison Reports/Updates

Academic Affairs
No Report.

Alumni Liaison
No Report.

Finance Committee
Karen Phillips shared Mark Boudreau has been hired as the new Comptroller. He comes to us  
from Mount Wachusett Community College.
Karen reviewed the budget snapshots for both the periods ending December 31, 2018 and March  
31, 2019. As of March 31st, revenue was down slightly due to mostly to bookstore revenues  
being down. Expenditures are showing a net savings of $304,895 due mostly to payroll,  
facilities savings, and adjustment for interpreter services that were not ended up being needed.

She reviewed the following motions with the Board:

Motion #1:

GCC Board of Trustees, May 22, 2019
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The Finance Committee of the Greenfield Community College Board of Trustees recommends approval by the Board of Trustees of the Restated Financial Statements for Greenfield Community College submitted by O’Connor and Drew P.C. on May 21, 2019 for the period July 1, 2017 through June 30, 2018.

**PURPOSE:**
To approve restated Financial Statements. Original statements were approved by the BOT on October 10, 2018.

**BACKGROUND:**
On December 17, 2018 the Community Colleges were notified by the state Comptroller’s Office that there was an error made in the calculation of the OPEB liability by the state’s actuarial. The Commonwealth paid for the cost to reissue the financial statements. The adjusting entry reduced the college’s Other Post-Employment Benefits (OPEB) liability by $1,009,324 and increased our unrestricted net position by the same amount.

**Trustee Melconian moved the motion, it was seconded by Trustee Donelan, all trustees voted in favor. The motion unanimously passed.**

Motion #2:

The Finance Committee of Greenfield Community College Board of Trustees recommends approval by the Board of Trustees of the Quarterly Financial Report and Certification Statement submitted by the President for the period ending December 31, 2018.

**Trustee Melconian moved the motion, it was seconded by Trustee Donelan, all trustees voted in favor. The motion unanimously passed.**

Motion #3:

The Finance Committee of Greenfield Community College Board of Trustees recommends approval by the Board of Trustees of the Quarterly Financial Report and Certification Statement submitted by the President for the period ending March 31, 2019.

**Trustee Melconian moved the motion, it was seconded by Trustee Donelan, all trustees voted in favor. The motion unanimously passed.**

Motion #4:
The Finance Committee hereby recommends the Board of Trustees approve expenditure authority of up to $6,519,914 from state and local revenues in order to conduct the business of the College for the period July 1 through October 31, 2019.

PURPOSE:
To expend local and state funds during FY 2020, the Board of Trustees is required to approve an expenditure authorization.

BACKGROUND:
The total annual operating budget for FY 2019 was $19,559,741. A finalization of the time frame and amount of the state allocation for FY 2020 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 2020 allocation being authorized to Greenfield Community College by the Commonwealth.

Trustee Melconian moved the motion, it was seconded by Trustee Donelan, all trustees voted in favor. The motion unanimously passed.

Motion #5:
The college is recommending no fee increase to College Service Fee for the fall 2019 semester.

Effective Fall 2019, the Board of Trustees hereby approves changes to the following Program Fees:

The college is in the process of receiving approval to offer an associate degree in Outdoor Leadership and is proposing the following three class fees be added in support of that degree program for FY20:

<table>
<thead>
<tr>
<th>Course</th>
<th>Description</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>OLP 239</td>
<td>Back Country Travel Instruct. II</td>
<td>$500</td>
</tr>
<tr>
<td>OLP 147</td>
<td>Winter Mountaineering</td>
<td>$200</td>
</tr>
<tr>
<td>OLP 150</td>
<td>Fundamentals of Technical Rock Climbing</td>
<td>$300</td>
</tr>
</tbody>
</table>

PURPOSE:
To add three new classes to the already existing program.

BACKGROUND:
In FY19 the Outdoor Leadership program transitions from charging a per semester Field Service Fee to all Outdoor Leadership majors to charging specific course fees for each class. Restructuring the cost from a program fee to a course specific fee gave the program more flexibility with scheduling as well as aligning costs more accurately.
Trustee Melconian moved the motion, it was seconded by Trustee Donelan, all trustees voted in favor. The motion unanimously passed.

**Foundation Liaison**
Trustee Barrett was not in attendance however Chair Cohn recognized her recent generosity hosting a very successful campaign house party. Regina Curtis shared the Foundation is just short $63,000 from its goal with a month to go.

**Personnel & Policies Committee**
No Report.

**Student Senate**
Trustee Hale reported the Student Senate has approved next year’s budget and has a full slate of officers. Students are preparing for finals and getting excited for summer.

**President’s Report**
President Salomon-Fernandez began by thanking the team and acknowledging all their hard work. Lots of work has been done this semester looking at where the College is and where it wants to go. This involves taking close look at the data we have and being intentional as we move forward. She personally applauded the members of her President’s Staff for stepping up, many taking on additional responsibilities. President Salomon-Fernandez reported both the Foundation and the College are in the beginning stages of their strategic planning process. Both Foundation and GCC community members have not only shown significant interest and engagement in the process but also excitement. President Salomon-Fernandez shared she is looking forward to engaging with the Board throughout this process. President Salomon-Fernandez recognized Catherine Seaver, Chief Academic and Student Affairs Officer, and the outstanding work and service she provided the College during her time here. Catherine will be leaving her position in June and Mary Ellen Fydenkevez will resume her duties as Interim Chief and Academic Affairs Officer while a search is conducted. She also recognized Mark Rabinsky as the Interim Dean of Workforce Development and Community Education and thanked him for his work helping to redesign and think the area of workforce and community development. President Salomon-Fernandez also thanked Chair Cohn and Bob Pura for their work fundraising for GCC’s Internship Fund. The goal for GCC is to be able to provide an internship to every GCC student so that when they leave they have their first professional experience on their resume. Thanks to the hard work for Robbie and Bob, this is becoming more possible.

**New Business**
Shannon Larange provided updates and logistical information pertaining to Inauguration and Commencement.
Trustee Donelan reported the Opioid Task Force recently received close to a 2 million dollar grant to look at 18-26 year olds in the criminal justice system currently or prior. Statistics show offenders that get out of jail and get a college degree have a 70% reduction in their recidivism rate, education is a huge component of that reduction. Trustee Donelan attended a meeting with members of the Department of Justice looking at the work of the Opioid Task Force and mentioned the work going on with their inmates and GCC. He noted this is a demographic we should be actively pursuing. Upon release, inmates struggle to find steady income and
employment if any, a college degree or certificate would not only increase their possibility of gainful employment but they would be less likely to reoffend. Trustee Donelan shared across the four counties across Western MA that are included in the grant, 35% of the incarcerated population is 18-35. It’s a significant number of men and women. Trustee Donelan proposed to Trustees to think about how we enroll these young men and women how we market this College to them. Trustee Donelan also advocated for GCC dean, program/department chairs and faculty involvement and engagement with the Opioid Task Force and program development.

Adjournment
On a motion from Trustee Donelan and seconded by Trustee Melconian the Board of Trustees unanimously voted to adjourn at 9:19 am.

Respectfully submitted by Shannon Larange.