GREENFIELD COMMUNITY COLLEGE
Board of Trustees Meeting
June 17, 2021 8:00 a.m.
ZOOM

Present: Chair Hector Toledo, Robert Cohn, Cady Coleman, Claire Higgins, Isaac Mass, Evan LeBeau and Judith Roberts

Absent: Chris Donelan and Robyn Provost

Others Present: Interim President Richard Hopper, Mitch Anthony, Marie Breheny, Maggie Brisbois, Kristin Cole, Dan Desrochers, Mary Ellen Fydenkevez, Laura Garcia, Shannon Larange, Alexis Page and Karen Phillips

Call to Order
Chair Toledo called the meeting to order at 8:02am.

Minutes
On a motion by Trustee Cohn and seconded by Trustee Roberts, the Board of Trustees voted unanimously to approve the draft minutes of the April 14, 2022 and May 26, 2022 meeting minutes.

Board Chair Update
Chair Toledo shared the Massachusetts Board of Higher Education will be meeting on June 21st to vote to confirm Dr. Michelle K. Schutt as the 11th president of Greenfield Community College. He also shared Commencement was a wonderful event and ended up being a beautiful day under the tent.

Committee and Liaison Reports/Updates

Academic Affairs
No Report.

Alumni Liaison
Trustee Roberts reported the Alumni Association has begun work on updating email addresses for “lost” alumni in an effort to expand its membership. She reminded Trustees the College is celebrating its 60th Anniversary this year and plans a kick off event the weekend of September 24th. She took a moment to acknowledge the work, service and commitment of retiring Chief Learning Officer, Mary Ellen Fydenkevez. In closing, she stressed the importance of continuing to grow and strengthen our relationship with Hampshire County.

Finance Committee
Trustee Mass introduced the first Finance Committee motion granting expenditure authority to
the College until the final FY2023 budget is finalized. The total annual operating budget for FY 2021 was $19,671,774. A finalization of the time frame and amount of the state allocation for FY 2023 is unknown at this time. Karen shared 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 2023 allocation being authorized to Greenfield Community College by the Commonwealth.

**MOTION**
Trustee Cohn moved Board of Trustees approve expenditure authority of up to $6,557,258 from state and local revenues in order to conduct the business of the College for the period July 1 through October 31, 2022. Trustee Mass seconded the motion.

**Roll Call Vote:**
- Trustee Robert Cohn – Yes
- Trustee Cady Coleman – Yes
- Trustee Clare Higgins – Yes
- Trustee Evan LeBeau – Yes
- Trustee Isaac Mass – Yes
- Trustee Judith Roberts – Yes
- Chair Hector Toledo – Yes

Motion carried.

Karen Phillips reported the College is recommending no increase to the College Service Fee for the Fall 2022 semester. She provided background to the Trustees on the program fee increases the College is requesting.

**MOTION:**
Trustee Cohn the Board of Trustees approve changes to the following Program Fees effective fall 2022:

<table>
<thead>
<tr>
<th>Program</th>
<th>Current Fee</th>
<th>New Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>ADN Program</td>
<td>$850 per semester</td>
<td>$950 per semester</td>
</tr>
<tr>
<td></td>
<td>$1,700 annually</td>
<td>$1,900 annually</td>
</tr>
<tr>
<td>LPN Program</td>
<td>$875 per semester</td>
<td>$975 per semester</td>
</tr>
<tr>
<td></td>
<td>$1,750 annually</td>
<td>$1,950 annually</td>
</tr>
<tr>
<td>Contract Course</td>
<td>$1,750 per credit</td>
<td>$1,850 per credit</td>
</tr>
</tbody>
</table>

Trustee Mass seconded the motion.
Karen Phillips shared 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.

**Associate Degree and Licensed Practical Nursing**

NCLEX entry to practice exam is extensively changing based on research conducted by the National Council of State Boards of Nursing. The Next Generation NCLEX (NGN) is designed to test clinical judgment and decision-making in a large scale, high stakes setting. This includes a new testing format that requires the student to:

- Recognize cues
- Analyze cues
- Prioritize hypotheses
- Generate solutions
- Take action
- Evaluate outcomes

To better prepare students for this significant change in the goals of the NCLEX and its question format, GCC AD and PN Nursing Faculty have adopted two new platforms. These platforms are The Caputi Method of Clinical Reasoning ($80/student) and the ATI Capstone Course ($350/student). These methods have been researched and are shown to improve NCLEX outcomes, the benchmark by which we are measured.

As the donor fund is being used for multiple other purposes, we have no alternative but to raise fees for each nursing student to support their completion of these courses and success on the NCLEX. These new platforms that are essential to student success total $18,060.

**Contract Courses**

Contract Courses are courses that are offered at a discounted package rate to teach a group of students a class for less than what it would cost if all students were billed individually for the same class. The contracting agency or vendor would typically be paying for 10 or more students at a time to be one common class. Currently, contract courses are billed at $1,750 per credit and are taught by adjunct faculty members. This past year, the adjunct contract was renegotiated and a 3-year increase was applied. This increase of $100 per credit would allow the college to recover the added faculty expense.

**BACKGROUND:**

The GCC Nursing Programs have depended heavily upon the Anonymous Donor Fund for Student Support to finance the necessary student learning electronic platforms that ensure that our students are prepared for the NCLEX and clinical practice. As both donors have passed away, we are uncertain about the fund moving forward.

Thus, the additional $18,060 in funding needed to support the success of our student must be transferred to the students. We can then avoid putting future costs onto our students.
RESULTS:
Total projected additional revenue to Greenfield Community College from these three fee increases would be approximately $28,000 per academic year

Roll Call Vote:
Trustee Robert Cohn – Yes
Trustee Cady Coleman – Yes
Trustee Clare Higgins – Yes
Trustee Evan LeBeau – Yes
Trustee Isaac Mass – Yes
Trustee Judith Roberts – Yes
Chair Hector Toledo – Yes

Motion carried.

MOTION
Trustee Cohn moved the Board of Trustees approve Dual Enrollment students from New England states be charged at the NEBHE rate. Trustee Mass seconded the motion.

Karen Phillips shared the purpose would be to expand Dual Enrollment access for students who wish to enroll from neighboring New England states. Dual Enrollment is an area of enrollment growth at GCC, although the current resident policy prohibits students from neighboring states to enroll given the high cost of out-of-state tuition. Students who express interest in enrolling at GCC from Vermont, New Hampshire, and Connecticut are unable to enroll when informed they will be billed at out-of-state tuition rates. Even if GCC is their first choice, they choose to enroll at a college where they are billed as in-state students.

Because the majority of Dual Enrollment students pay for their classes out-of-pocket and are not eligible for financial aid, each student from Vermont and New Hampshire pays $1,516.00 per three-credit course at the out-of-state tuition rate, whereas if those students realized the same NEBHE benefits matriculated students at GCC enjoy, their costs per course would be $790.00, just about 50% of the total costs per course.

The proposed motion would allow GCC to expand reach and recruitment to bordering New Hampshire and Vermont schools. Ensuring affordability and accessibility for Dual Enrollment students increases the likelihood those students will enroll at GCC, which also increases the likelihood those same students will enroll in multiple classes each semester, and consider continuing at GCC as a matriculated student after their high school completion.

Roll Call Vote:
Trustee Robert Cohn – Yes
Trustee Cady Coleman – Yes
Trustee Clare Higgins – Yes
Trustee Evan LeBeau – Yes
Trustee Isaac Mass – Yes
Trustee Judith Roberts – Yes
Chair Hector Toledo – Yes

Motion carried.

**Foundation Liaison**
Trustee Provost was unable to attend the meeting. Alexis Page, Executive Director of Institutional Advancement provided the following updates:

- The Foundation is in the midst of wrapping up their spring campaign. If you haven’t yet made your gift this year please make a gift at: gcc.mass.edu/give. It's important to have 100% participation from our trustees.
- The Foundation raised a record amount through the recent annual golf tournament: $45,798 after expenses. This money will go towards the golf scholarship fund which has been renamed the Cohn Scholarship Fund in honor of Robbie Cohn's many years of service.
- The Foundation partnered with the GCC President's Office to celebrate Robbie at an event in his honor on 6/1. Additional fundraising for the Cohn Scholarship Fund was conducted leading up to this event which resulted in a total of $110,500 raised so far for the Cohn Scholarship Fund.
- GCC's 60th Anniversary celebrations were launched with GCC Day on 6/2. This event was spearheaded by GCC’s head of marketing and communications, Dan Desrochers. 250 people attended. GCC's 60th Anniversary will culminate with a reunion/celebration on 9/24.
- The Foundation held an end-of-fiscal-year team retreat yesterday to analyze fundraising efforts over the last year, and plan for next fiscal year. This plan will include a strategy for introducing the new GCC president to GCC’s donor community.
- So far this year The Foundation has raised: $1,964,228. This uptick in giving is mostly due to a large one-time gift received earlier this year. We are still expecting more gifts before the end of the year.

**Personnel & Policies Committee**
No Report.

**Student Senate**
Trustee LeBeau shared he is very grateful for his experience on the Board and will miss not only the Board meetings but the entire GCC community. He also introduced the new Student Trustee, Maggie Brisbois, to the Trustees.
President’s Report
Interim President Hopper shared end of the semester celebrations were great, including the HiSet Graduation, Nurses pinning and Commencement. The College is continuation its work on its internal governance structure and should have a new format to pilot by the end of the Fall 2022 semester. He reported the Massachusetts Department of Higher Education is begun a search for the Commissioner of Higher Education, following the announcement of Commissioner Santiago’s retirement. He also shared members of the College’s NECHE Self-Study team have been asked by NECHE to provide a presentation/training on the methods/approach the team used. It is a great honor for the team and College. The College has selected Slate for their Customer Relations Management software and is excited to move forward with this project.

Interim President Hopper introduced Marie Breheeny, Director of Institutional Effectiveness to provide an update on the progress the College has made on its Strategic Plan and to introduce the first “GCC Fact Book.”

New Business
No new business.

Adjournment
On a motion from Trustee Mass and seconded by Trustee Coleman the Board of Trustees unanimously voted to adjourn at 9:00am.

Respectfully submitted by,
Shannon Larange