

Roxbury Community College
Board of Trustees
Gerald Chertavian, Chair
Meeting Minutes
April 25, 2017

Board of Trustees Members:

Present: Gerald Chertavian, *Chair*; Glynn Lloyd, *Treasurer*; Jeffrey Greenberg; Jusu Coker; Amanda Fernandez; Myra Leith

Absent: Josiane Martinez, Mark Culliton, Sheriff Tompkins, Michael Curry, Amanda Schaefer

Others Present:

Valerie Roberson, *President* Cecile Regner, *Vice President*; Kevin Hepner, *Vice President*; Lorita Williams, *Vice President*; Patricia West, *HR Chief/Officer*

The Chair called the meeting to order at 6:07 PM and determined that a quorum was present.

I. Public Comment

- a. Priscilla Flint-Banks began by introducing herself as the co-founder of the Black Economic Justice Institute and Boston Jobs Coalition. She was present tonight to ask the RCC Trustees to adopt the community employment standards for construction jobs adopted 8 years ago by the Roxbury Master Plan Oversight Committee; initially appointed by Mayor Menino in 2004. The standards mandate 50% Boston residents, 50% workers of color and 15% for women. The standards are not legally enforceable but she felt we have a responsibility to maximize our influence to ensure community members are overseeing this work. She believes RCC needs to follow the oversight committees lead and adopt the standards. While not legally enforceable these standards will express the desires of the developer to the contractors. RCC has the right to adopt these standards and try to improve on the minimum standards of the Division of Capital Asset Management & Maintenance. Councilor Jackson and Representative Tyler have indicated their willingness to sit on an AOC in partnership with the Boston Jobs Coalition. It is important to move quickly as work as already begun. Boston is the number one city for gentrification.
- b. Sadiki Kambon began by stating that he was here on behalf of the Friends of Roxbury Community College. He asked for more than 3 minutes based on the current situation. He is the voice of discontent from the community members. He stated that there have been crises in the past. They welcomed Dr. Roberson hoping it would be a turning point and this has turned into the worst crisis. It is the worst crisis because we have been deceived or lied to. Kwanzaa was a focal point of the anger and resentment in the community towards RCC. We have been

disrespected by this administration. Ms. Williams told us the use of the Reggie Lewis was non-negotiable. We have a corrupt regime denying the community access to facilities they should have access to. We have 4,000 to 5,000 students from Roxbury, Dorchester and Mattapan who should be coming to RCC but are instead going to Bunker Hill Community College. He took issue with members of the board having offices on campus. He said we don't believe anything this administration or board says. Out in the street, the sentiment is that this administration cannot be trusted. We are glad to hear that the Malcolm X breakfast and Kwanzaa will be a permanent part of the RCC schedule. Numbers do not matter, the sentiment of the community is the only thing that matters. We want the Reggie Lewis to remain under the auspices of Roxbury Community College, but we want another administration running the College. Ok I am closing up. This is not about Sadiki, but about this College being in crisis. We need a change and when you go into executive session we hope that you ask Dr. Roberson to resign or be terminated.

- c. Nate MacKinnon began by introducing himself as a representative of the Department of Higher Education. He is here to brief the Board on the information he gathered at the exit interview of the visiting team from the New England Association of Schools and Colleges. There was a lot of praise from the review team for the current team at RCC. They stated that the work done at RCC so far has been great, but is not yet complete. Much has been accomplished, but more work needs to be done. In terms of the 5 individual areas focused on during the visit there 5 concerns on assessment, heightened cash monitoring, issues relative to the Budd Report, issues at the Reggie Lewis and implementation of the new strategic plan. The next two to three years will be very critical. The ground work in the continued execution of the change agenda is what's most important; and, the College should be looking for low hanging fruit opportunities. On behalf of Commissioner Santiago and the administration they are pleased with what they heard from NEASC team. They are very supportive of the work being done here.

II. Approval of Minutes, February 21, 2017

- a. Minutes were approved upon a motion made by Trustee Greenberg and seconded by Trustee Leith.

III. Reports and Approvals

Academic and Student Affairs (VP Cecile Regner and Dr. Jeffrey Greenberg)

Vice President Regner began by directing trustees to slides she prepared on how the college is managing enrollment while the College is under construction. She stated that now that her office has a few years of records on enrollment, transfers and other information it was possible to make some projections based on that data. The assumptions are that we continue to use the full time/part time ratio that the College has had over the last 3 years and that she is using fall to fall retention to estimate the number of students who are currently enrolled who we expect to see in

the fall 2017 semester. The big challenge going into the fall is to maintain a financially sustainable average class size during construction. Our physical constraints going into the fall are such that 20% of the College's general instruction space will be temporarily lost due to window replacement and other work. This leaves the College with 35 classrooms for the fall semester, 12 of which are labs, leaving 20 general purpose classrooms. The max average class size will be 20 students. The length of the day will be expanded to accommodate more classes within the reduced space.

Chairman Chertavian inquired whether VP Regner has considered other facilities adjacent to campus for additional space.

VP Regner responded that those discussions have occurred at cabinet but the College is cognizant of incurring more costs through rentals of other space. University partners are willing to let students use their laboratories. The president has been clear in her charge to me that we are not turning any students away.

She then listed various retention strategies the College is undertaking including co-requisite remediation, voluntary learning, intensive test prep and other articulation arrangements such as the UMASS Amherst honors class. Financial Aid processes have been improved. Finally, RCC has encouraged greater student engagement. She then invited outgoing SGA President Boston Okundaye to address the Board.

Mr. Okundaye began by updating the Board on activities the SGA provides to students. The SGA just conducted elections for the 2017-2018 academic year.

Chairman Chertavian thanked Mr. Okundaye for his service to the school.

Trustee Leith asked what challenges students face could Mr. Okundaye bring to the board's attention.

Mr. Okundaye responded that more faculty members and tutors would be helpful to the student body.

Vice President Regner then introduced members of the RCC Track and Field and Basketball teams.

Chairman Chertavian and Dr. Roberson thanked the athletes for the commitment to RCC and their dedication to their studies and athletic pursuits.

Finally, Vice President Regner introduced students and RCC employees who are part of the men's mentoring program known as the Brotherhood.

Chairman Chertavian thanked the members for the support they provide to students on campus.

Vice President Regner informed that board that Coordinator Autumn Haag and Professor John McColgan were being granted tenure at RCC. Both individuals have performed all the contractual requirements for tenure.

Finance and Budget *(VP Kevin Hepner and Glenn Lloyd, Trustee)*

Vice President Hepner began his report with a presentation from O'Connor and Drew to discuss the A-133 audit results for the academic year. He introduced David Dilulis.

Mr. Dilulis explained to the board that the single audit has been reformatted for this year and is not referred to the A-133 audit, but the uniform guidance or single audit. As a result findings from previous years that we may have been able to group together have been desegregated, so the number of findings have gone up. A number of findings were corrected this year.

He reviewed the internal controls of the audit, the change in policy, the change in the College's refund policy. He then moved on to risks which include HCM2, staff turnover and previous history of non-compliance. The findings on material weaknesses have been reduced from 2 to 1. The single audit findings were presented. Findings 1 through 5 are repeat findings. Findings 6 through 8 are new findings, 9 is a repeat finding. Finding 10 and 12 are new findings, 11 is a repeat. Five of the findings from last year have been corrected this year. The audit was sent to the clearinghouse on time.

Trustee Greenberg asked what a material weakness was.

Mr. Dilulis explained that material weakness was the strongest type of finding. It is a matter of degree.

Trustee Lloyd asked in comparison to the past using this new lens, in terms of improvement, where does RCC stand and finally what does these audit results mean to us a board.

Mr. Dilulis explained that RCC has the most findings in comparison to other schools, the most work to do in comparison to other schools. In the past year there have been significant improvements. To remove 6 findings from last year is significant. The deficiency is on the process side, specifically the lack of IT systems to support financial health and make the tools work. It will be much easier when the school is off HCM2.

President Roberson agreed that improving our IT system was critical to reducing the College's findings.

Chairman Chertavian agreed and stated that the board must support President Roberson in detailing an aggressive strategy to get the school off of this status at the earliest opportunity, including calling for political support.

A motion was made by Trustee Greenberg for the approval of the A-133 Audit. It was seconded by Trustee Fernandez. Motion approved unanimously.

Vice President Hepner concluded by updating the board on the plans for the FY'18 budget as well as internal controls to tighten budgets with program managers as well as the implementation of the strategic plan.

Institutional Advancement (*Vice President Lortia Williams and Josiane Martinez*)

Vice President Williams began by presenting a resolution to the board, formally approving of a matching grant received to the College from the Massachusetts Cultural Council for \$127,000. The purpose of this grant is to aid in the renovation of the Media Arts Center (Building 1). Vice President Williams also announced she would present all gifts in kind received by the College at the June board meeting.

By a motion made by Trustee Culliton, and seconded by Trustee Leith the resolution was accepted.

Human Resources (*HR Director Patricia West and Amanda Fernandez, Trustee*)

Director West began by notifying the board that the process for the President's evaluation had been established and the due date for the evaluation is June 30th. The first meeting of the sub-committee is tomorrow, April 26, 2017.

Director West also introduced 4 new employees who have begun work at the College. They are Louis Morreira, Edwin Laura, Marcus Christopher and Carl Marcelin.

IV. President's Report

Dr. Roberson began her report by saying it was an exciting time for the College and reminded the board of all the construction projects occurring on campus. It is so exciting to know that when students return to campus in the fall they will have a new allied health building with a mock hospital, pharmacy, new restrooms, new lighting, new heating and cooling and increased number of access hubs.

Dr. Roberson then reminded the Board of an article from 2013, when she was being interviewed for this position. The article stated community members felt that the environment of the College was not strong and mentioned that there no spaces for students to congregate, no cafeteria or place for community meetings. When she arrived there were plans to convert Building 4 into an allied health suite, but that meant removing the old cafeteria on the second floor, with no space designated to replace it. Some of the early work done with the architects was to modify their plan to provide for common meeting space on-campus. We were able to redesign the library to move it to one floor and create the new student union in Building 3. This space will accommodate as many as 350 students, the rooms can also be separated. This will be a gathering place to engage with the community who will always be welcome. The renovations of the library have commenced and will extend through the fall 2017 semester. We will continue to offer library services from their new location in Building 3, formally occupied by Little Sprouts. She invited the Board to look at the renderings of the new student union. She also reminded the board of the ribbon cutting ceremony for the renewable energy project on Friday April 28, 2017.

V. Chairman's Report

Chairman Chertavian concluded the board meeting by stating it was a pleasure meeting with members of the NEASC visiting team this past week. He found them to be kind, thoughtful folks who really understood the industry. They were clear eyed and wanted to be helpful. This is a public institution and it ought to be held accountable. There was a recognition by the visiting team that the Roberson administration is working to solve the issues facing RCC. He thanked the staff for bringing in students, because that's why we're here.

VI. Executive Session

There was no need to enter executive session. The chairman wished the general public a good evening and thanked them for their attendance.

VII. Adjourn

7: 49 PM

Roxbury Community College
Board of Trustees
April 25, 2017
RESOLUTION

This resolution is for the acceptance of the Federal A-133 audited of the College for Fiscal Year 2015, from July 1, 2015 until June 30, 2016, as prepared by O'Conner & Drew.

WHERE AS,

- The Board of Trustees appointed O'Conner & Drew as the College's audit firm; and
- The audit enables the College administration to identify areas of concern and to improve its financial operations; and
- Federal regulations require organizations that receive more than \$500,000 in federal financial support to engage an audit firm to conduct a compliance audit under standards described in Circular A-133 issued by the US office of Management and Budget; and
- The A-133 audit enables the Board to exercise its fiduciary responsibility to ensure the financial health and growth of the College.

NOW THEREFORE,

It is resolved by the Roxbury Community College Board of Trustees that the A-133 audit for Fiscal Year 2016 is accepted.

Roxbury Community College

Board of Trustees

April 25, 2017

Resolution

This resolution is to accept a grant award from the Roxbury Community College Foundation to Roxbury Community College.

WHERE AS:

- Roxbury Community College has been awarded a matching grant in the amount of \$127,000 from the Massachusetts Cultural Council, and

WHERE AS:

- As part of the conditions attached to this grant an additional \$127,000 must be furnished from a charitable organization, and

WHERE AS:

- The Roxbury Community College Foundation has furnished a donation in the amount of \$127,000; and

WHERE AS:

- These funds are instrumental to the continued renovation of the Media Arts Center, a resource enjoyed by the entire College and Roxbury Community.

NOW THEREFORE,

It is resolved by the Roxbury Community College Board of Trustees accept an award from the Roxbury Community College Foundation to match a grant from the Massachusetts Cultural Council for the purposes of continued renovation to the Media Arts Center.