

Roxbury Community College
Board of Trustees
Gerald Chertavian, Chairman

Meeting Minutes
June 25, 2019

Board of Trustees Members:

Present: Gerald Chertavian (Chairman); Betty Francisco (Treasurer); Mark Culliton (Secretary); Jeff Greenberg; Amanda Fernandez; Josiane Martinez; Amanda Schaefer; Israul Marrerro

Absent:

Steve Tompkins (Vice Chairman)
Deborah Adesiji (Student Trustee)

Others Present:

Valerie Roberson, *President of Roxbury Community College*; Kevin Hepner, *Vice President of Finance and Administration*; Cecile Regner, *Vice President of Academic and Student Affairs*; Patricia West, *Human Resources Chief/Officer*

I. Call to Order:

Chairman Chertavian called the meeting to order at 6:03 PM.

II. Approval of Minutes: February 26, 2019 (April BOT Meeting did not meet Quorn)

By a motion of Trustee Culliton and second by Trustee Fernandez, the minutes approved.

IV. Public Comment

Jacquelyn Payne-Thompson – Ms. Jacquolyn Payne-Thompson requested to have the February 2019 meeting minutes amended to reflect her statement during public comment.

Ms. Payne-Thompson requested that the Boston Civil Rights League Plaque given to RCC, be displayed. Ms. Payne-Thompson expressed concern that security employees receive a low hourly wage, and asked if the College planned to have armed police officers on campus. President Roberson advised that RCC would amend the February minutes, that the plaque will be displayed when construction is concluded, and that there were no current plans to bring armed police officers to campus.

Anthony K. McDermott – Mr. McDermott stated that he was not a disgruntled ex-employee. Mr. He expressed concern about the Nursing Program. Mr. McDermott did not believe that his organization should have received an invoice for a HS Track competition held at the Reggie Lewis Track & Athletic Center (RLTAC). Mr. McDermott urged the board to act on his concerns.

Marie Firmin - Not present.

Sadiki Kambon – Mr. Kambon shared his concerns about the College, and its Nursing Program. Mr. Kambon stated his opinion that enrollment and graduations rates were down. Mr. Kambon

presented unsubstantiated allegations that the College conducted unfair hiring practices. He encouraged the board to exercise its oversight responsibilities in evaluating college operations. Mr. Kambon expressed his concern with gentrification and the impact on the community. Mr. Kambon reiterated his demand that the board exercise its oversight authority for the College.

Kojo Agblekpe – Mr. Agblekpe expressed his disappointment with the College. He expressed dissatisfaction with a former employee and made direct, personal attack. He made an unsubstantiated allegation that this person continued to work for the College as a contractor. Mr. Agblekpe expressed concern about his transcript and the transcripts of other students. Mr. Agblekpe recommended that some board members resign their positions. Mr. Agblekpe pointed his finger at the board and stated that he had two documents that he was going to release to the news. Mr. Agblekpe stated, “in the meanwhile, each one of you will go down, because I will not go down. I know who is behind me and his name is Jehovah (God)”

Patricia Washington – Ms. Washington expressed her feeling that the President, the Board, and the Governor betrayed Roxbury Community College. Ms. Washington stated her concern that the Alumni Association was not treated well. Ms. Washington expressed her opinion that the board was not knowledgeable about the College, the community or the students. Ms. Washington expressed her shame, embarrassment and disappointment in the College.

Minister Rodney Mohamed – Minister Mohamed stated that he did not know some of the trustees. Minister Mohamed made the unsubstantiated allegation ‘over one hundred’ employees were fired from positions. He expressed concern that the college employee should reflect the ethnic diversity of the student body. Minister Mohamed made a number of personal attacks on the physical appearance, gender, competence and moral character of the President. Minister Mohamed asked the board to resign. He expressed concern about gentrification and his wish that Roxbury not have the same experience as the South End. Minister Mohamed stated, “You all will be remove one way or another, because it is a new day in an old time and we not going to play any more games, or get the hell out the way (excuse my language). Roxbury Community College is in a hellish condition and it is about time for it to have what it needs so that these bright minds can go out in the world and make a difference in society. And it’s not just the great white hope, because our people have great talent and skills, let’s make it happen.”

III. Report of the President

Dr. Roberson began her report by acknowledging that it is truly upsetting about the Nursing Program and provided some background.

- NCLEX-RN pass rates over the years, 2015 (43%); 2016 (74%); 2017 (85%); 2018 (78%). We know that there is still progress to make, but also progress has been accomplished.

BORN (Board of Register Nursing) Concerns

- Leadership for the Nursing Program
- Currently have two leadership with credential for the Program until recently both individual has left the college, one commuting after 2 years from New Jersey and the second left after a semester here.
- Number of resources we provided in terms of staffing, there were some position we had a hard time filling due to the technology that was provide within the Labs that we have.

- We have made strides in making sure that some of the staff here at the college is train to handle the technology, our IT Director was trained and now is a certified Technician and currently have another position that is in search.
- 92 Students who are enrolled in our Nursing Program, 55 is eligible to complete their studies in the PN Program or the RN Program and those 55 will be allow to complete their studies here at RCC in finish in December 2019.
- 37 Students are within progress to get their degrees, our obligation is to find placements
- We have an agreement with UMass Boston where our students would be accepted for admission when they apply for the Nursing Program at Roxbury Community College admitted into nursing. Our curriculum was already in process with UMass Boston so it made it easier for the students to be transfer.
- UMass Boston has had some challenges with it facility as far as Allied Health is concern, what is good about RCC relationship with UMass Boston is that if they agreed to teach the courses here and us our facilities that means that RCC student do not have to be displayed and that students do not occur additional cost.
- Each Student situations are different, so we arrange for individual counseling during the week to best serve their individual situation.
- In conversation with UMass Boston about how hard, it is for anyone with an associate degree in nursing to find employment most hospital require a bachelor degree. We are hoping for the opportunity to start a career ladder that will allow student finish their degree, 2 years at RCC and 2 Years at UMass Boston. Right now, it takes an associate degree in help profession in order to take prerequisite for the nursing program.
- Student takes associates degree in Allied Health Profession in order to take _____ what is required for the Nursing Program. To have enough clinical time to set for the exam, it would be 4 years in total reducing the time and cost the student would be require to be in school.
- We hopeful that we will be able to roll this new curriculum out that is more workforce requirement and give students an opportunity for better employment at a higher pay. At this point, we would be working throughout the summer to ensure that these plans come to fruition and that we look at other opportunity in the Healthcare profession.
- We are working with UMass Boston, and other Private intuition who are willing to take our students.

Dr. Roberson open the floor to the Board of Trustees for Questions, do they have questions about where we are and what our next steps are?

- We will be working with the BORN to be reinstated as soon as possible.
- Share where we are with our current Nursing student as in for Testing, this reflect 2018, there is a difference with our past rates for our PN and RN Students. Our PN rate 100% and it has been a 100% for the past 2 years. As the result of the curriculum changes we made we feel that we seeing the result that we had attended with the resources we had provided for that program.
- With the RN Program, note that this information is not in line with the state reports it, this is quarterly information it's a bit more timely. You see in 2018 our student and the difference is, biggest information is during the calendar year from April to March, so there is a slightly. The past rate was 88%, the next year would be from April to March of 2019 where the rate is 76%. In turns of the result due to the change in curriculum and that not all student are not finishing at the same rate.
- The response we gotten from the business community in turns of their commitment to hire graduates is still there.

Trustee Goldberg – Do the students that complete their 2 year degree here at RCC and go on to finish somewhere is, do they all take the NCLEX her or do they wait until they finish their four year program?

Dr. Roberson – The way that the current Program is design they will take their RN here at RCC right when they complete their Associate Degree. If we create, a new degree for transferring nursing the student will not be able to take it until done.

Trustee Goldberg – do they have to pass the NCLEX-RN do that in the current environment?

Dr. Roberson – In the current environment Yes,

Trustee Goldberg – It seems like there are two strategy here, one, the workforce in Boston (Businesses, Hospitals) transfer to UMass Boston to get the 4 years degree to get the degree they need to hire throughout Boston.

Two, continue to offer the degree which doesn't let you work in hospitals in the community (static cannot understand what he is saying)

Trustee Marrero - I do not recall hearing that Laboure accreditation being all over the news, Quincy College Yes, Mass Community College of Pharmacy I did not hear. I under the mindset RCC College has had a bad rep over the years. It is an attack on the Community of Roxbury, here is an opportunity for us to continue take them down. Our community should be outrage that our college attached and not those other colleges; you did not see them all over the news.

Chair Chertavian – End the discussion by acknowledging that the Public Comments Session was over. Summarizing that the Nursing Program has improved but just not fast enough. We need to be here for our students and get the rate where it should be at least 80%. The institution has beautiful resources; the question is where we are now, how we are going to take care of the students, more forward, getting back the accreditation to get the students where they need to be.

Trustee Martinez – Condition that are affecting the students right now, what I like to hear about is what is the plan?

Dr. Roberson – The college has looked at all the Human Resources that are necessary to run an effective Nursing Program. We had already started too advertised nationally and locally and in nursing publication to attract the people to the college. We had identified a new nurse that will take the position of Assistant Director when all of this happened with the recent changes. The position open and she replied, we accepted her as the Assistant Director, so we have a director in place. We will now start a search for an Assistant Director, so we would have more then one individual with the required credentials for the program so this could be less likely to happen if anyone did take another position we would have a second person with the required credentials. We do have position that have been challenging to find in four years because of the technology. The Technology that we have takes a highly qualified person, our new director is certified, because of her training she knows others that also been trained and could network with those individuals. She is already reaching out to those individuals that might take that position. We also identify new candidates to take position. We now have seven faculty members we only offer classes in the Fall semester. We are still planning to obtain all all the Nurses to help us with the application for reinstatement. We feel like we fill a few of the position that have been vacant the BORN had it concern. The Assistant Director we have been searching for and we are looking to replace the Dean of Allied Health as well.

Trustee Culliton – I feel that somehow we dropped the ball (Board of Trustees), myself personally I feel that I did, in that I was aware of the situation and certainly the issues you guys deal with constantly. We are aware of certainly the Height and Cash Management, how vigilant we questions around that, and so I, we can approach things in the right way so when they are issues. I think about what a poor job I did with getting through this in a meaningful way to get to the real issues that concerning you, the school and the students. We need to learn about a better way to have a tighter system where we would not be put in this situation a year from now. The leadership, how we do a better job. Leadership, give us something to think about, how do we do a better job so this won't happen again.

Dr. Roberson – One thing I must note, if you look at the past rates of nursing and I would argue we try to present the information to take in. In our case, even if you had look at the information of the test scores, they were in the eighties, 78% they may not have been a concern even if you look at the most recent minutes from the accreditation, this action was taken immediately, and it notes the progress that the college has made with the program. The action that they took was very surprising. There was no precedence mention. There have been other programs that indications and that was not the action. There are server programs here that received warning and voluntary withdraw their Nursing Program and Bunker Hill CC no longer has an evening program and no longer has a PN program they took those programs off-line themselves, they were given the opportunity to do that, that did not happened in our case. There was no expectation that this action would had been taken, and frankly, I did as well. It is not to minimize you, I hear you and welcome the opportunity for the Board Members to see a better ideal of data to make sure we are presenting it in a way that everyone here understand all the challenges the college are facing and plans on how we resolve issues, I will be happen to do that. The State has developed dashboard (Tableau), we can receive training to understand that data. That will give Trustees, the public and students the opportunity to understand data in a more meaningful way. They are also working on matching databases so that we will be able to, like employment to see how much student makes once they graduate. Effort for all community colleges and Trustees to better understand data and we will keep you informed of ideas that include Trustees and staffs working together to determine what those data points should be. It will be very useful.

Trustee Martinez – I have a question about one of the articles, the statement said that BORN said the program has been under warning since February 2013. How did you feel blindsided if it was under state warning?

Dr. Roberson – Yes – it was the low-test scores in 2015, unfortunately there a lag time, right now they are presenting is 2018 so that is the lag time when the publish data becomes available. The other thing that was not apparent to me there was any, there is nothing in the regulation that said there is a limitation to say how long. Other colleges that were in the similar situation, there was no difference as us we had the same as they had so we were making progress. The state made positive comments about the progress we were making that is the reason why I said I was surprise. My experience working with the accreditation board, anytime they consider making an action like this there is a conversation and again other program would do had the opportunity to make change voluntarily to their programs and opposing programs.

Trustee Fernandez – The accreditation process, could you say a little more about what that look like in terms of reapplying and what hurdles need to go over.

Dr. Roberson – At a minimum a year, hope to complete the application by late July so we may have the opportunity to accept students for next Fall. Include a labor market study, some of the

questions Jeff raised in terms of what does the labor market needs in Boston that would be part of the work we have to do to prepare that application. The other work that is necessary things that we already been working on making sure there are adequate resources for the program, clinical arrangement that are there, there is a systematic evaluation plan where you are looking at data overtime to ensure that the result is being address within the curriculum. The reports that I just gave you were the colleges purchase those so we can have an item analysis of the student taking the Nursing Exam to see where their weaknesses are. We make changes based on if everyone misses question 1 we will go back and look at the curriculum to go over that subject adequately. The other one is making sure we have adequate staff resources, the college as a whole support the program. Then again, because of being on warning we were already had made progress. We will be able to use all that information to complete the application. We will Talk to Quincy about their process to understand how they were able to reinstate within a year make sure we were doing everything that we can make sure that happens with us. There is an opportunity at UMass Boston to use their expertise in collaboration is complete application so there's another advantage to sharing this work with them to have the strongest position possible.

Trustee Francisco – This is difficult, not expected, what is it that lead to this? Is it a turn over issue, curriculum, can we pin point it? What leads to something like this, are there signs, this is where I would like to better understand? Maybe it would be the Tableau to help us get ahead of this. I find it personally the reputation of this college means a lot to me, I want to be associate with a state of the edge college and the Nursing Program has enormous potential for that. Right so how do we make sure that we solve the underlying problem, identify it and solve it?

Dr. Roberson – I think the largest problem was the change in leadership and unfortunately, there were situation that needed to be address, changes with any personnel. The college is allow to address those issues. I think the other piece you should be aware of and this is a challenge with the Allied Health program when employment is low that individuals are to take other positions. Just being on warning is extra on any administrator. We constant being evaluated and it is a number of factors sometime we add to the number of changes we. The strategy we have employed is to try to have more than one individual that has the skills and qualifications necessary for leadership role. I not certain that I can tell you what we can do to this not happening again. One of the things that I was president of the President council this past year. A point where their programs in nursing has not had a Visitation from BORN in 20 years, they had a change in their leadership. In addition, I will say that their interpretation of the regulations seems to be very different. What we try to do among the community colleges is gather our nurses to talk to each other about the problems they are countering with accreditation and to develop strategies across the state that will help everybody do better. Because obviously everybody wants these programs to succeed and the students that are enrolled in them. The most expensive programs that we offer their high stress and students really see this as an opportunity to lift themselves and their families. I also talked to the Commissioner about things that were very different in this accreditation process. So it is important that we collectively address concerns about the interpretation process things that were very different in the creation process than any other accreditation we just come to a better understanding between each of the colleges and BORN that offer nursing programs. however I think that we presented the data in the past not with a level of concern because I did not think my experience and assessment to where we were as far as resources curriculum and leadership that we were in a state that accreditation was in jeopardy. If I felt that way, I would have said so. From my assessment we were making progress I would argue that there is not a program that is as well resource then we are as far as our nursing program is concerned we have highly qualified faculty members represented by the community. Our curriculum is making a difference as noted and then let me just make sure that the board understand the curriculum we designed for our nursing program. It is that students did not have

to decide which track they wanted to pursue rather it was an RN or a PN. Two semester gather then if the students want to work immediately or they do not want to continue in the nursing program, they have the opportunity to opt out and set for their LPN exam. That means that they can come back and resume without having to start from scratch.

One of the things that I notice that these students that did opt out has a 100% pass rate. That told me that the curriculum changes we are making more effective so this spring actually the graduating class that will complete their RN curriculum will be the first class that will complete their RN that studies with the new curriculum. We believe that our students did very well on this exam that will be another measure but again the things that I was custom to looking at was not things that the board has emphasized things that are not essential to learning and student success. Working with this new administration and working closely with the process of reapplying will require us to be in better shape to understand how they are interpreting regulations. Again, we are reaching out to our colleagues across state to understand what they are doing so that we are not missing anything through the process.

V. Committee Reports

Human Resources (Director Patricia West)

Director West introduced to the Board of Trustees the New Employees. Elvin Perez – Evening Maintainer

1. Robert Francis – Evening Maintainer
2. Teresa Monteiro – Evening Facilities Supervisor
3. Julia Greider – Evening and Weekend Librarian
4. Gareth Santospago – Help Desk Technician
5. Sydney Ortiz – Biology Laboratory Technician
6. Mimosa Nguyen-Ha – Academic Counselor
7. Jason Wright – Director of Data Analytics

Director West recommended Tenure Nikolas Sucher effective September 1, 2019 to the Board of Trustees.

Administration & Finance (Vice President Kevin Hepner)

VP Hepner presented the status of renovation of Building 2. The project to repair the weather-related damage from January 2018 is going out to bid by DCAMM. DCAMM's goal is to have the contractor selected by the end of August 2019.

VP Hepner presented a status report on the Dudley House property. He reminded the board that the College has been working with DCAMM to prepare a request for proposals from developers for a long term least to renovate the building following the board's directive. DCAMM is in conversations with non-profit preservation organizations who might be interested in the project. To move forward we need to subdivide the parcel into two separate parcels. We want to keep the majority of the land for College use for parking and allocate approximately 1,200 square feet of land as a separate parcel for the building and some parking for the tenants.

Upon a motion duly made and seconded it was voted that the Dudley House subdivision plan proposed by the Division of Capital Asset Management and Maintenance (DCAMM) be approved and DCAMM be authorized to move forward with seeking qualified developers to develop the new subdivision on a long-term lease agreement.

Financial Updates:

VP Hepner highlighted key areas of the financial statements for the ten months ended April 30, 2019. Overall, the College has a positive budget variance and will end the year with an operating surplus before accounting for depreciation expense. Our strategic financial goal is to achieve a gross profit margin of at least 3% of revenue before depreciation expense each year and we will exceed this goal for FY 2019.

Trustees asked for an update on the status of the College with regards to HCM2 with The US Department of Education (DOE). There are no clearly written guidelines concerning the process for HCM2 and DOE has broad discretion in this area. There are several open items with the department that we have been working on. The first is the Clery audit that was conducted back in 2012. We have completed all required actions in regard to the resolution of that audit and are waiting on DOE's response. We are in the process of closing out the Perkins Loan portfolio (the program was discontinued by the department.) There is an outstanding program review with DOE from 2013 that we are still waiting to hear the final resolution on from DOE.

When we make a submission for funds DOE selects 100 student files to audit. Over the last 5 years it has audited over 2000 student files without error, which is one of the criteria for coming off HCM2.

President Roberson also noted that we have reached out to staff at the American Association of Community Colleges (AACC) and arranging for them to come to Boston to review all the work we have done and advise us on next steps.

FY2020 Budget:

VP Hepner presented the tentative FY2020 budget report to the trustees. He reminded members that the trustees approve a tentative budget in June so that the College can operate over the summer months and then approves the final budget in September after the state budget has been signed by the Governor.

**Upon a motion duly made and seconded it was voted to accept the tentative fiscal year 2020 budget as presented. The President or her designee shall take the necessary steps to implement the budget as voted.
(Inaudible)**

Advancement (President Roberson)

Grants

The Board received the quarterly grant report that includes grants received and grants pending. The total amount of grant funds award for FY19 \$921,924.

Roxbury Community College Foundation

The board received the April-May 2019 gifts report in the board packet. In this timeframe, the Roxbury Community College Foundation received \$70, 870.40

Academic and Student Affairs (Vice President Cecile Regner)

Scholarly Activities

The board received information in the packet on the scholarly activities of RCC faculty and staff since the February Board meeting. Eleven faculty and staff have presented at state and national professional meetings.

NECHE Focused Visit March 24-26, 2019

VP Regner presented the NECHE Report of the Evaluation Team that conducted a site visit March 24-24, 2019. This was a Focused Evaluation to assess the College's progress in the information technology infrastructure, institutional research capacity to improve programs and services and to ensure there is a budget aligned with the strategic plan and internal controls to ensure compliance with federal regulations. The team concluded that the College had address these issues sufficiently. The team noted that there were three vacancies – Chief Information Officer, Director of Financial Aid and Director of Data Analytics. Two of these positions have been filled. The Director of Financial Aid is an internal promotion of Mr. Christopher Lewis, and the Director of Data Analytics is a promotion from part time to full time of Mr. Jason Wright.

The NECHE team included a Commendation that is not typically a part of the Focused Visit Report. I would like to call the Board's attention to the las paragraph on page 9.

“The administration, faculty and students of the institution are committed to the ongoing success of Roxbury Community College. The team consistently observed a spirit of camaraderie, commitment and resolve among all campus constituencies. RCC is commended for its commitment, perseverance, resiliency, success, planning to develop efficiencies and strategies to grapple constructively with the challenges it is confronting.”

VI. Foundation Report

The Foundation Report was covered under the Advancement Committee report.

VII. Executive Session

There was no need to enter executive session.

VIII. Adjourn

8:00 PM

Roxbury Community College
Board of Trustees
September 26, 2019

RESOLUTION

Minutes, Board of Trustees, June 25, 2019

WHERE AS,

The Roxbury Community College Board of Trustees conducted the scheduled meeting on June 25, 2019. Minutes of the meeting were prepared according to the By-Laws, and are presented for review by the Trustees.

NOW THEREFORE,

It is resolved by the Roxbury Community College Board of Trustees approves the Minutes of the Board of Trustees, June 25, 2019.

BOARD RESOLUTION Number: RCCFY200002