

The 236th meeting of the Board of Trustees
Mount Wachusett Community College
Wednesday, December 5, 2018
North Cafe
Meeting Minutes

Members present: Chairman Robert Antonioni, Trustees Richard Cella, Amanda Curtis, Sheila Daly, Student Trustee Dylan Doyle, Claire Freda, Denise Kindschi Gosselin, Tracey Hutchinson, Donata Martin and Kenneth Tomasetti

Present from the College: President Vander Hooven, Vice Presidents Rachel Frick Cardelle, Paul Hernandez, Robert LaBonte, Susan McHugh, Michelle Paranto, Lea Ann Scales, Peter Sennett, Senior Dean Jason Zelesky and Senior Associate Jo-Ann Meagher. Many faculty and staff also attended.

Members unable to attend: Jamy Gaynor

A. Chairman Antonioni called the meeting to order at 3:06 p.m.

B. **APPROVAL OF MINUTES:** Chairman Antonioni called for a motion to approve the minutes of October 11, 2018. A motion to approve was made by Ms. Daly and seconded by Ms. Denise Kindschi Gosselin. All approved. Motion carried.

C. **CHAIRMAN'S REPORT – none**

D. **PRESIDENT'S REPORT – President Vander Hooven**

- Began by talking a bit about the basketball game today in the Fitness Center between staff and students. The president was happy to report the staff won! The game was well attended by both staff and students and was a lot of fun.
- The president attended The Governance Institute for Student Success in Nashua, NH on Thursday, November 30th and Friday, December 1st. You have been provided with a packet of information from that conference and it reinforces collaboration between local businesses with community colleges through internships.
- Thanked Susan McHugh for her 12 years of services as CIO. She will be leaving end of this week.
- The College & Career Alignment is on track having us better equipped to serve our students. Trustee Daly shared the story of her son having a great experience at MWCC that led to him to realize his goals.

E. **CHAIRMAN ANTONIONI –REPORTS FROM THE LEADERSHIP TEAM**

Mentioned the reports we collect from the Leadership Team that are included in the packets. He asked if there were any comments or questions concerning the reports.

- Chairman Antonioni noticed in Vice President Scales update that there were over 70 RSVP's for the Preview Day held on November 30th and inquired about the event. Ms. Scales and Ms. Rosbury-Henne gave an overview. Chairman Antonioni asked Vice President LaBonte about the

plumbing systems in the Fitness Center. LaBonte explained that we are working with DCAMM and work has not begun as of yet. It is a new five-year process that is being rolled out slowly.

F. ADMINISTRATIVE ORDERS OF THE DAY. Approval of trust funds and audited financial statement.

VICE PRESIDENT LABONTE – APPROVAL OF AD-1231 & AD -1232

- **AD – 1231** – Fiscal year 2018 Audited Financial Statement. Vice President LaBonte explained there were no changes in numbers under OPEB. Chairman Antonioni asked for a motion to approve AD-1231. Ms. Freda made a motion; Mr. Tomasetti seconded it. All approved. Motion carried.
- **AD - 1232** - Fiscal Year 2018 First Quarter Trust Fund ending September 30, 2018. Chairman Antonioni asked for a motion to approve AD – 1232. Vice President LaBonte presented a brief overview to the board. Chairman Antonioni asked for a motion to approve AD-1231. A motion was made by Ms. Daly and seconded by Mr. Tomasetti. All approved. Motion carried.

G. OLD BUSINESS – VP SENNETT

- Early Retirement Incentive Program – President Vander Hooven began by giving an overview of the situation we are faced with in order to balance the budget. Vice President Sennett presented the board with a handout of the payoff numbers for the ERIP that included payouts with vacation time and sick time. Mr. Cella suggested putting a “Reserve” line item into budget. Ms. Daly had questions and comments. She also asked for a breakdown by payouts and timeframe. Discussion ensued.
Chairman Antonioni asked for a motion to authorization to withdraw up to \$1,021,455.03 of reserves to fund the ERIP. Hearing no objections, the motion passed.

H. NEW BUSINESS – PRESIDENT VANDER HOOVEN

- Sabbatical Leave – The Deans are not recommending the approval to Paul Swerzenski. This is redundant as he was part of the faculty that received a grant from the MWCC Foundation to do the OER (Open Educational Resources) background work. Chairman Antonioni asked for a motion to not approve the application with the caveat that President Vander Hooven will speak directly with Mr. Swerzenski. A motion was made by Ms. Daly and seconded by Ms. Martin. Motion approved.
- Auto Tech Program Relocation – As an informational piece President Vander Hooven explained the situation with two sites and the lease in Fitchburg. An opportunity to buy a building in Winchendon through Salvadore Auto Group that would allow for the entire program and a couple classrooms to be under one roof. President Vander Hooven will keep the board updated on any developments.

I. Chairman Antonioni asked if there was any other business before the board. Hearing none, the chair asked for a motion to adjourn. A motion was made by Mr. Cella and seconded by Mr. Tomasetti. The meeting was adjourned at 4:43 p.m.

Respectfully submitted,

Jo-Ann Meagher