The 238th meeting of the Board of Trustees

Mount Wachusett Community College

Thursday, April 11, 2019

Murphy Conference Room

Meeting Minutes

Members present: Chairman Robert Antonioni, Trustees Claire Freda, Jamy Gaynor, Denise Kindschi Gosselin, Tracey Hutchinson, Ken Tomasetti and Student Trustee Dylan Doyle

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

Members unable to attend: Trustee Richard Cella and Donata Martin

1. Chairman Antonioni called the meeting to order at 3:00 p.m.
2. **Approval of minutes**: Chairman Antonioni called for a motion to approve the minutes of February 14, 2019. A motion to approve was made by Ms. Freda and seconded by Mr. Tomasetti. All approved. Motion carried.
3. **Chairman’s report** – Chairman Antonioni

* Chairman Antonioni welcomed all. Spoke a bit about the Trustee Conference that was held on Thursday, March 28, 2019 at the Doubletree Hotel in Westborough, MA

1. **President’s Report** – President Vander Hooven

* Began by welcoming everyone to the meeting. The President also spoke about the Trustee conference in that it was informative, thanked Student Trustee Dylan Doyle for attending, and announced that he received an award along with other fellow student trustees.
* State of the College presentation
  + Fiscally reacting toward strategically evolving
  + Starting with students: participated in basketball game, Zombie Mardi Gras, Pizza with the President, etc.
  + Continuing the history of community involvement: Wachusett Business Incubator, Boys and Girls Club, United Way of North Central MA, North Central MA Chamber of Commerce, and Freedom’s Way National Heritage Area
  + Evolving the Leadership Team
  + Moving toward a model of shared governance
  + Net revenue to unemployment rate
  + Long term debt liability
  + Strategically planning for the future
  + Institutional program review FY 19
  + Adapting to meet the needs of local business and Industry through Workforce training
  + Ongoing infrastructure needs: “Fit It First” approach
* Vice President Joe Stiso gave an update on the Strategic Plan. Please visit: MWCCintegrated.com HOME
  + researching the strengths and weaknesses across the campuses
  + External environment scanning instrument will be incorporated into the draft
  + DHE Touchpoint planning
  + There will be a mad dash to complete early fall
  + President Vander Hooven believes it will be closer to mid to late fall
* Chairman Antonioni thanked Joe for all his hard work involved with the strategic plan

1. **Chairman Antonioni –Reports from the Leadership Team**
   * Chairman Antonioni asked if the MRT classrooms are being used yet – they are moving in presently
2. **Administrative orders of the day**

**Vice President LaBonte - Approval of AD-1235, AD-1236, AD-1237**

* + **AD-1235**-Cancellation of debt. Student account will stay locked until the debt is paid. We have the “State Intercept” in place so that their income tax returns come directly to us if they are getting refunds. Chairman Antonioni asked for a motion AD-1235. Mr. Tomasetti made a motion to approve, Ms. Freda seconded the motion. All approved. Motion carried
  + **AD-1236**-Fiscal Year 2020 Preliminary Budget Spending Plan. Chairman Antonioni asked for a motion to approve AD-1236. Ms. Gosselin made a motion to approve AD-1236. Mr. Tomasetti seconded the motion. All approved. Motion carried.
  + **AD-1237-**College Fee Increase. Chairman Antonioni asked for a motion to approve AD-1237. A motion was made by Ms. Gaynor. The motion was seconded by Ms. Freda. All approved. Motion carried.

**Approval of AD-1238 –** Remote participation. President Vander Hooven explained that he received an email from Ken Tashjy’s office concerning trustee remote participation in Board meetings in accordance with 940 Code of Mass. Regulation 29.10. Chairman Antonioni asked for a motion to approve AD-1238. Mr. Tomasetti made a motion. Ms. Hutchinson seconded the motion. All approved. Motion carried.

1. **old business-Chairman antonioni-none**
2. **New business**
   * **Emeriti** – President Vander Hooven asked for a leap of faith in approving the Emeriti awards. They need to be approved by the Assembly before the Board can approve. The Assembly does not meet again until May 6, 2019. Our next Trustees meeting is on May 23rd, 2019 (commencement day). We typically give the awards at commencement so that would be an impossible task to have them ready for that day as they will only be approved just previous to graduation. President Vander Hooven is asking for approval those the Assembly approves. Chairman Antonioni asked for a motion to approve AD-1238. Ms. Gosselin made a motion to approve. The motion was seconded by Mr. Tomasetti. All approved. Motion carried.
   * **Sabbaticals**- Meghan Picone applied for a sabbatical and the deans agreed. Chairman Antonioni asked for a motion to approve a sabbatical for Megan Picone. Mr. Tomasetti made a motion to approve. Ms. Gosselin seconded the motion. All approved. Motion carried.
3. 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 Ms. Gosselin and seconded by Ms. Gaynor. The meeting adjourned at 4:17 p.m.

Respectfully submitted,

Jo-Ann Meagher