

**MASSASOIT COMMUNITY COLLEGE
MEETING OF THE BOARD OF TRUSTEES
WEDNESDAY, March 18, 2026
Canton Library
Canton, MA
6:00pm**

APPROVED April 15, 2026

Attendees: Tom Carroll, Bonnie Blackler, Eshita Chakrabarti, Carl Kowalski, Laura Lawson, David Offutt, Daniel Pestana, Eval Silvera, Kate Welch

Absent: Jim Dunphy

The meeting was called to order at 6:00 p.m.

Roll Call:

Chair Carroll - yes
Trustee Blackler – yes
Trustee Chakrabarti – yes
Trustee Kowalski - yes
Trustee Lawson – yes
Trustee Offutt – yes
Trustee Pestana – yes
Trustee Silvera - yes
Trustee Welch – yes

Chairman's Report

Chair Carroll applauded the tremendous effort by our facilities crew and police department during the recent snowstorm. He also asked that we keep those in the military and those with families in the Middle East, in our thoughts and prayers during this period of war. He added that Massasoit is a safe place where you can come to learn and reminded everyone to watch out for our neighbors and our students.

President's Report

President Mitchell announced that we have chosen a commencement speaker, an alum of Massasoit Community College, Trustee David Offutt. President Mitchell also recognized Trustee Bonnie Blackler. She attends all college events; she cares about the college and the students and has been a wonderful trustee. As her term comes to an end, our tradition at Massasoit is to plant a tree in her honor.

Student Trustee Report

Trustee Pestana reported that at the last Student Advisory Council meeting, representatives, Ash Smith and Luke Van Horn came to speak about research that they had conducted on the textbook market. They gathered sponsors for more than 4,000 students about the prices of textbooks and how it affects student success all over the nation. 24% of students work extra hours to afford course materials, 11% have skipped meals to afford some textbooks and 7% of students have dropped classes because they can't afford the materials. With the implementation of open educational resources, it has helped students tremendously. In the last couple of weeks, we met with PAR, our Participatory Action Research Team, where students complete research on students' educational experience and are set up with skills as they lead research projects. For Student Senate last month, we had some guest presenters; the Director of Student Rights and Responsibilities, Eraj Mashmasarmi, the Title IX Coordinator, Amee Synott and the student from PAR that I mentioned earlier. We also recognized Vet Tech Performix, Devotion Club, and Hearts for Haiti as official clubs, which currently brings us to 16 clubs that are officially recognized. We visited Keeping Pace with Multiple Miracles in West Bridgewater and learned about the store and how it supports families in our community. The Senate feels that it would be a good community partner and resource for our students at Massasoit.

Student Life hosted a popular event called the Bloomin'Blend event, co-sponsored by Active Minds, with over 200 students participating. We have participated in beta testing for the Engage platform around AI and we are the only community college in the country that was chosen to participate in this round of beta testing. We are looking forward to the Dress for Success fashion show in April and Student Life is accepting donations for professional clothing.

Consent Agenda

A motion was made by Trustee Lawson and seconded by Trustee Offutt to approve the Consent Agenda.

Roll Call:

Chair Carroll - yes
Trustee Blackler – yes
Trustee Chakrabarti – yes
Trustee Kowalski - yes
Trustee Lawson – yes
Trustee Offutt – yes
Trustee Pestana – yes
Trustee Silvera - yes
Trustee Welch – yes

The motion passed unanimously.

Recommendation that the Board of Trustees approve the naming of the library located in the Student Center Brockton campus as the Dr. Gerard F. Burke Library

President Mitchell stated that the naming of the library is a result of the \$100,000 gift from the Burke family and will be matched 50% by the Commonwealth. He acknowledged it is one of the largest gifts we have ever received at Massasoit and taking advantage of the 50% match from the state is an incredible opportunity for us. Vice President of External Relations, Kendra Butters, stated that it is a privilege to speak on behalf of the collaborative effort, to recognize the generosity of the Burke family, and to honor Dr. Burke on him being named President Emeritus. During his tenure here at Massasoit, the Burke family had one powerful goal in mind, to support and help our students. The Dr. Gerard F. Burke Library on the Brockton campus will allow visitors from the Massasoit and neighboring community in Brockton to feel welcome and supported by the resources, staff and enhancements available here.

A motion was made by Trustee Kowalski and seconded by Trustee Silvera to approve the naming of the library located in the Student Center Brockton campus as the Dr. Gerard F. Burke Library

Roll Call:

Chair Carroll - yes
Trustee Blackler – yes
Trustee Chakrabarti – yes
Trustee Kowalski - yes
Trustee Lawson – yes
Trustee Offutt - yes
Trustee Pestana – yes
Trustee Silvera - yes
Trustee Welch – yes

The motion passed unanimously.

Placement into World Languages sabbatical presented by Susan Hall, Professor Liberal Studies and the Arts

Professor of Liberal Studies and the Arts, Susan Hall, started at Massasoit in 1990 and became full-time in 1997. She stated that everyone at Massasoit who helps with language placement does a wonderful job, but we need placement into

language classes to work a little bit better. The department found that we were placing complete novices with students that grew up listening to the language, with students that had 5 years of language in high school. On our webpages in the Modern Language Department, Robin Peery put information about CLEP (College-Level Examination Program) which is a good way for students to get credit for French and Spanish, AP (Advanced Placement), IB (International Baccalaureate) and Seal of Biliteracy. She also contacted our sister community colleges in their language departments and heard back from 6 schools. She divided it into three categories: placement tests, informal methods and high school performance. She recommends to adopt a formal in-house placement test, which includes advantages to MCC (no licensing fee, adaptability to changes in student population, direct responsiveness to curricular needs), support the test with a self-placement guidance sheet (available on MCC website, hard copies handed out by faculty, ACT center, and Admissions), implement career-specific language classes (introductory Spanish for healthcare, Chinese for business, working with AI translation), create upper level courses designed for native, heritage speakers and advanced student, integrate with global studies certificate as well as certificates from outside academic credentialing bodies.

Recommendation that the Board of Trustees approve the FY25 Single Audit Report presented by Withum
Michael Cosgrove and Emily Rosano, Withum discussed the single audit related to federal funds. The biggest portion of this is student financial aid which includes federal Pell grants, SEOG grants, work study, direct loans, and all those pieces that go from the federal government, pass through the college and go to the students. We work with Massasoit financial aid, registrar's office, business office, or payroll, we have our hands in every department, and we are trying to test off those funds to ensure compliance with different federal regulations. Overall, for fiscal year 2025, Massasoit had federal expenditures of just under \$11.8 million, with just under \$10.7 million being student financial aid. They were happy to report that there were no findings in this report, which is a positive outlook for the overall management team. President Mitchell asked if it is still a \$0 threshold for findings, and Michael Cosgrove responded that it was correct and to have no findings, really speaks to the overall diligence of the team.

A motion was made by Trustee Chakrabarti and seconded by Trustee Blackler to approve the FY25 Single Audit Report

Roll Call:

Chair Carroll - yes
Trustee Blackler – yes
Trustee Chakrabarti – yes
Trustee Kowalski - yes
Trustee Lawson – yes
Trustee Offutt - yes
Trustee Pestana – yes
Trustee Silvera - yes
Trustee Welch – yes

The motion passed unanimously.

Rebuilding Our Community, Aligning Policy, Practice, and Resources for Lasting Impact presented by Carine Sauvignon, Associate Vice President of the Future of Work Institute

Carine Sauvignon, Associate Vice President of the Future of Work Institute, stated that the event, Rebuilding Our Community, Aligning Policy, Practice, and Resources for Lasting Impact, is to bring more of an alignment and awareness of the student population that we see and where it is on the work front of what tomorrow's industry will look like and how it will impact Massasoit. We've identified the workspace being construction and the trades. We've formed more community and industry partnerships to benefit the ease of getting jobs within these sectors. There is a whole system across the state that is paying attention to the emerging adults, which are youths aging out of Department Youth Services and DYS systems. There is an opportunity for Massasoit to start conversations with these agencies on how we can better position ourselves to accept these students. Free community college has opened doors to provide opportunities, and this conference is to understand where we fit into this puzzle to support youth across the Commonwealth. The conference will take place at Bridgewater State University. We are looking to engage state leaders, higher ed partners, behavioral health providers and community-based organizations to see what programs need to exist here. The idea is to expand on youths aging out of DYS and DCF.

Enrollment and Marketing presented by Joseph Harris, Vice President of Student Services and Enrollment Management and Alex Villanueva, Executive Director of Communications & Marketing

Vice President of Student Services and Enrollment and Marketing, Joseph Harris, shared enrollment and marketing updates. We continue to see increases in enrollment this academic year in both headcounts and credits. We've exceeded 6,000 students for the first time since the onset of the pandemic, and we are on track to exceed 6,000 students for the spring. We met our goal in terms of credits and retention of new degree programs and certificate-seeking students. Over the past year, student services and enrollment management have made significant changes to application processing that have had a positive impact on student's application experiences. This work was guided and informed by our strategic plan. Our application processing delays of 8 to 12 weeks, reduced to one week. We also increased the frequency of new student advising and registration sessions, through which students who complete the application process register for courses. That brings us to yield, which is the number of registered admits divided by the total number of admits. For Spring, we admitted 1,662 applicants of whom 766 registered for courses. That yield rate is 46%. In past cycles, peak period, particularly early to late January, it has been common to record hours-long waiting in Student Central, as students scramble to register for courses before the end of Add/Drop. Those wait times did not happen during this cycle and we registered more admits overall. Lastly, students that repeatedly visited Student Central declined without exception every month through the cycle. In summary, all this work has been guided and informed by Massasoit's strategic plan.

Executive Director of Communications and Marketing, Alex Villanueva, stated that we officially launched our new website on January 28, 2026. We migrated from WordPress to Modern Campuses, which is a platform specifically designed for higher education, and we were pleased to get some student feedback as we were implementing the new site. Slate is a platform used to enhance communications with prospective students and can enable advanced lead progression and tracking. To increase awareness in our marketing mix, we are active on digital platforms through 5HD, our advertising vendor, and run traditional advertisements, on billboards and in print. We have many advertisements running on social media and on YouTube in different formats and our interactions went from 25,000 over a similar period last year, to just under a quarter of a million. We have prioritized our relationship with The Enterprise. We are working with a new education reporter and have been able to secure several noteworthy hits when we have big milestones that we want to tell the community. Trustee Offutt asked what the click rate was, and where folks were going. Alex Villanueva will follow up with Trustee Offutt.

Customer Relationship Management presented by Jessica Correia, Executive Director of Enrollment Services and Joseph Harris, Vice President of Student Services and Enrollment Management

Executive Director of Enrollment Services, Jessica Correia stated that following the Board of Trustees' June 2024-2025 approval to purchase and implement a new customer relationship management CRM system, the college began implementing the Slate CRM platform with Forelli, the implementation partner. Slate is the leading CRM designed exclusively for higher education, designed to be used by more than 1,500 institutions nationwide. This initiative is intended to strengthen recruitment, improve communication and enhance the overall student enrollment experience. Through weekly meetings, an internal implementation team mapped out the college's enrollment process beginning with a new student application and a request for information form. Throughout the fall semester, the team participated in training and the platform was successfully used to support registration for the fall open house. Admissions staff also completed the first phase of user acceptance testing, known as UAT, for the application process. Once fully implemented, the Slate CRM will allow the college to centralize recruitment and communications, improve enrollment and support management strategies. This investment represents an important step towards our advancing the college's strategic plan, particularly Goal 1, Equitable Enrollment and Dismantling Barriers.

Recommendation that the Board of Trustees approve FY26 Second Quarter Financial Report presented by William O'Neill, Vice President of Administration/CFO

William O'Neill, Vice President of Administration/CFO stated that as of December 31, 2025 the College operating fund, our locally generated tuition and fees, we collected over 76.83%. Expenses remain within the prior year trend and within all expectations. There are no anomalies to highlight with this report. We continue to deal with Mass Educate and how this new offering is going to impact on the financial operations of the college. The State Appropriated line is 65.81% (\$20.2M) and the operating fund is 76.83% (\$20.7M). The College dedicates 5% (FY26=\$3M) of the total budget to Capital Adaptation and Renewal projects per Board of Higher Education requirements. Second quarter projects include: Canton boiler repair, Field House renovations, creation of "ride share"

area in Brockton, renovation of Marketing/Communications suite, Admin building LED conversion, T building refresh/Phase I, T building switchgear replacement, water main breaks (S and Maintenance).

A motion was made by Trustee Chakrabarti and seconded by Trustee Blackler to approve the FY26 Second Quarter Financial Report

Roll Call:

Chair Carroll - yes
Trustee Blackler – yes
Trustee Chakrabarti – yes
Trustee Kowalski - yes
Trustee Lawson – yes
Trustee Offutt - yes
Trustee Pestana – yes
Trustee Silvera - yes
Trustee Welch – yes

The motion passed unanimously.

A motion was made by Trustee Silvera and seconded by Trustee Lawson to adjourn the meeting at 8 p.m.

Roll Call:

Chair Carroll - yes
Trustee Blackler – yes
Trustee Chakrabarti – yes
Trustee Kowalski - yes
Trustee Lawson – yes
Trustee Offutt - yes
Trustee Pestana – yes
Trustee Silvera - yes
Trustee Welch – yes