

Minutes of the MassBay Community College Board of Trustees Meeting – 8:00 am to 10:00 am Tuesday, October 28, 2025, by Webex

Trustees Present: Ilissa Povich (Chair), Tobey Choate, Alfonso Hidalgo, Mahanaz Jatoi, Matt Kahn, Sandy Lish, Rebecca Negreli, Gary Prado, and Lili Silva

Trustees Not Present: Diane Schmalensee

Guests Present: Amy Both, Brian Page, and Madison Studley of WithumSmith+Brown, PC

Staff Present: Yvonne Anthony, Senior Director of Grants Development; Steve Baccari, Comptroller; Liz Borg, Capital Campaign Director; Liz Blumberg, Vice President for Student Development; Karen Britton, Executive Director and Liaison to the Board, Office of the President; Lauren Curley, Director of Procurement and Business Operations; Lynne Davis, Dean of Health Sciences; Joe DeLisle, Director of Facilities; Phil DiBlasi, Director of Public Safety; Marcus Edward, Vice President for Finance and Administration; Catherine Gildae, Assistant Dean for Institutional Effectiveness; Courtney Jackson, Vice President for Academic Affairs and Provost; Nina Keery, Dean of Humanities and Social Sciences; Henry Lopez, Director of End User Services; Mike Lyons, Assistant Vice President and Chief Information Officer; Lisa MacDonald, Associate Dean for Equity Assurance; Sue Maggioni, Assistant Provost; Lynn Moore, Chief Unity Officer; Adam Nelson, Assistant Dean of Athletics and Special Assistant to the President for Community Relations; Dan Pace, Assistant Vice President of Human Resources; David Podell, President; David Protano, Dean of Automotive Technology; Lisa Slavin, Vice President for Enrollment Management; Jeremy Solomon, Vice President for Institutional Advancement, Marketing, and Communications; Halye Sugarman, Dean of Business and Professional Studies; Richard Williams, Associate Dean for Student Success and Strategic Initiatives

CALL TO ORDER & INTRODUCTIONS

Chair Povich called the meeting to order and declared that a quorum was present.

SEPTEMBER 16, 2025, MEETING MINUTES

MOTION: Trustee Choate moved to approve the minutes of the September 16, 2025, meeting, and Trustee Silva seconded the motion.

The motion passed via the following roll call vote: Trustee Choate – YES; Trustee Hidalgo – YES; Trustee Jatoi – YES; Trustee Kahn – YES; Trustee Lish – YES; Trustee Negreli – YES; Trustee Povich – YES; Trustee Prado – YES; Trustee Silva – YES

FY2025 AUDIT REPORT

College Fiscal Year 2025 Audit Update & Report

Vice President Edward introduced guest Brian Page, Partner, and Madison Studley, Senior Accountant, from WithumSmith+Brown who presented the College's FY2025 Financial Audit and noted that a Uniform Guidance Audit will also be undertaken. Mr. Page reviewed required communications, including processes followed during the audit. He thanked the Management Team for providing good due diligence and timely information. The audit will result in an unmodified (clean) opinion, with no material weaknesses or significant deficiencies.

Ms. Studley presented and reviewed the financial statements including net position, revenues, and cash flows.

Committee Chair Kahn reported that there was a detailed discussion at last week's Finance and Administration meeting of the Required Communications and Financial Statements. He confirmed that the COVID-related

funds are unrestricted, have already been earned, and may be used at the College's discretion.

MOTION: Trustee Choate moved to approve the College Fiscal Year 2025 Audit, and Trustee Prado seconded the motion.

The motion passed via the following roll call vote: Trustee Choate – YES; Trustee Hidalgo – YES; Trustee Jatoi – YES; Trustee Kahn – YES; Trustee Lish – YES; Trustee Negreli – YES; Trustee Povich – YES; Trustee Prado – YES; Trustee Silva – YES

EXECUTIVE REPORTS

***Board Chair**

Chair Povich reported the following:

-Two new Board members have been designated by the Governor, taking the place of Trustees Schmalensee and Vincent. They are Reyad Shah, President and CEO of the Metrowest Chamber of Commerce, and Karen Williams, Senior Vice President of Government Affairs and New Business Development at Advocates. They will both be great additions to the Board and will join the next meeting after being sworn in.

*The required cybersecurity training takes approximately one hour but can be done in pieces and is very informative.

*The Massachusetts Governance Leadership Institute for Trustees will take place on November 7 at the College of the Holy Cross and is sponsored by the Massachusetts Association of Community Colleges (MACC) and offered through the American Association of Community College Trustees (ACCT). Last year's Institute was very worthwhile.

***President**

President Podell reported the following:

-The College is in the middle of fall semester. Eight-Week-Two session is also in process. All is going well.

-The end of October is the end of Cyber Month, which culminated in a presentation by alumnus Alex Burinskiy, Vice President of Security for Open.Gov. President Podell thanked Chief Information Officer Lyons and the faculty for arranging the Cyber Month events. He also reminded Trustees to complete the cybersecurity training.

-The Wellesley Rotary recently gave \$7,000 for food insecurity and \$5,000 for scholarships and has contributed a total of \$142,000 for our students since 2020, which is much appreciated.

-The MetroWest Women's Fund, started by two women from Sudbury and Weston, gave the College \$52,000 for emergency funds for single parents. They have given MassBay a total of \$289,000 since 2021, and the College is very grateful. Their other focus is on women and girls facing violence, abuse, and trafficking.

-A ribbon cutting for the Unity Center, room 242C at the Wellesley campus, designed to make all students welcome and feel a sense of belonging, was held last week.

-This past Friday, MassBay hosted a conference on Becoming a Hispanic-Serving and Minority-Serving

Institution (HSI/MSI), with attendees from many of the Massachusetts public colleges and two private colleges. The College was one of four colleges sponsoring last year's conference at Salem State University and is nearing the 25% criterion for federal definition of HSI. The federal government has stopped giving funding to support HSIs, but MassBay is pursuing the goal of becoming a more welcoming and effective college for our Hispanic and Brazilian students. President Podell thanked Dr. Moore and Vice President Slavin for their work on the conference.

-The kitchen renovation is in progress.

-The new Cyber Education, Health & Wellness Center will be funded by the allocation of MassBay's land to be put out to bid. There was a favorable article in the Boston Globe yesterday. The town is currently providing residents with opportunities to give feedback. The next step in the process is for the Wellesley Select Board to undertake a visioning study, and then DCAMM will prepare a Request for Proposals.

-In addition to the Massachusetts Governance Leadership Institute next week, ACCT will host the National Legislative Summit in February 8-11 in Washington, DC. This is an opportunity to see legislators and seek their support for community colleges, which are currently experiencing cuts to programs, including TRIO, which provided wraparound supports to many community colleges. Chair Povich attended last year and encouraged others to attend.

***Student Trustee**

Student Trustee Jatoi reported the following:

-During midterms, peer mentors organized a snack cart to help students manage stress. It was a fun, positive, and thoughtful way to keep up everyone's energy during exams.

-The Mobile Market took place this past Wednesday. The program provides free produce and groceries to students and staff, in partnership with the Greater Boston Food Bank. It was featured on Channel 5, where two MassBay students were interviewed and shared how the market helps them balance academics and daily life.

-A Transfer Fair with more than 40 colleges and universities participating was held recently. It gave students a great chance to connect directly with transfer representatives and learn about scholarships and program options.

-Unity Day and the opening of the Unity Center took place last week, aligning with the National Bullying Prevention Center's campaign. It was a very nice event celebrating diversity, resilience, and transformation and reflects how far MassBay has come as a community and the potential of where the College is headed.

-With the bookstore being closed, MassBay has installed vending machines with school supplies. This is a small but practical improvement that helps students access what they need, especially in between classes.

COMMITTEE REPORTS

***Finance & Administration Committee**

President Podell reported that when MassBay submitted the original budget, fall enrollment and state appropriation were not yet known. Despite the possibility of midterm cuts in the coming months, because our enrollment was so much higher than we anticipated in the original budget, the revised budget allows us to allocate funds for improving audiovisual equipment in classrooms, new Chromebooks for our loaner programs, and greater support for food insecurity. The College anticipates a less generous budget for fiscal year 2027 and does not anticipate adding any new non-faculty lines.

Vice President Edward reported the following:

Finance Items

-Revised FY2026 Budget

The revised budget totals \$55.7 million, reflecting an increase of approximately \$1.4 million, or 2.6%, compared to the provisional budget approved by the Board in June. This growth is primarily attributed to higher projected revenues in three categories. Initially, enrollment was forecasted to increase by 5% in the provisional budget. The revised budget assumes a 12% increase, resulting in a \$1.1 million boost for tuition and fees. Fall enrollment currently stands at 15.7%, with spring and June enrollment still unknown. Additionally, state appropriations have modestly increased due to reimbursements for collective bargaining adjustments and formula funding that exceeded expectations. The budget also incorporates a carryover of unused capital funds from the prior fiscal year amounting to \$321,000, leading to an expanded capital budget. To address potential unforeseen expenses, a contingency fund of \$745,000 has been included.

MOTION: Trustee Choate moved to approve the revised FY2026 Budget, and Trustee Silva seconded the motion.

The motion passed via the following roll call vote: Trustee Choate – YES; Trustee Hidalgo – YES; Trustee Jatoi - YES; Trustee Kahn – YES; Trustee Negreli – YES; Trustee Povich – YES; Trustee Prado – YES; Trustee Silva – YES

Committee Chair Kahn reported that Vice President Edward and his team are doing a great job with the College's finances. Vice President Edward then reported the following:

-Investments, Cash, & Student Accounts Receivable Comparison

Investments

The investment balance as of the end of September was \$32.8 million. Investments gained 2.6% in the month of September. The current investment balance is \$33.5 million, an increase of \$700,000, or 1.4%, in the month of October.

Student Accounts Receivable

The receivable balance as of the end of September was \$10.7 million. Receivables decreased by \$1.5 million compared to the prior month.

Cash and Investment Position by Month

The chart shows the cash and investment balances over the last five years. The combined cash and investment balance as of the end of September was \$42.5 million.

Kitchen Renovations Update

The binder contains an updated timeline for the kitchen renovation. A total of \$235,000 has been spent on the project so far. The project is scheduled to be completed by the end of March 2026.

Budget Forecast 2027 to 2035

MassBay is preparing a budget forecast for fiscal years 2027 to 2035. The College will consider projected enrollment growth from Free Community College and related increase in expenses due to higher enrollment and inflation. The forecast will be shared at an upcoming meeting.

Personnel Items

Assistant Vice President Pace reported the following:

-President's Attendance

President Podell's attendance is reported at the beginning of each academic year. It was noted that sick and vacation time accrues year-to-year, and personal time does not carry over.

-Personnel Actions

This Personnel Actions report shows one new employee and two employees in new roles.

-Recruitment

There are currently 21 open positions. Some searches have been reopened to increase the applicant pool. A new Senior Staff Assistant for Academic Affairs started yesterday, and a new Senior Admissions Counselor will begin in December. It was noted that our personnel software, Cornerstone, may be starting to use artificial intelligence (AI).

***Student Success Committee**

Committee Chair Silva reported the Student Success Committee met on September 30. Associate Dean Gildae gave an overview and demonstration of the state's Performance Measurement Reporting System (PMRS), which is available on the Massachusetts Department of Higher Education (DHE) website and provides details by institution. The site is user friendly and allows users to compare MassBay to other community colleges and look at year-over-year trends on certain metrics. The DHE Student Success Metrics Dashboard fulfills its obligation for accountability and stewardship of public funds. The Dashboard evaluates community colleges and state universities on key performance indicators (KPIs) and aims to improve equity, accountability, and quality. Focus areas are Access and Affordability, Student Success, Economic Mobility, and Fiscal Stewardship. The committee looked at Enrollment & Equitable Access and could see trends in enrollment year-over-year for MassBay and also compared MassBay to other community colleges. Metrics are displayed in response to questions. Two examples reviewed were: 1) Is MassBay enrollment maintaining expected levels, and 2) Are traditionally underserved populations well represented? Fall 2024 at MassBay saw a 15.2% increase in enrollment from the prior year; Massachusetts Community College overall saw a 14.4% increase. Are MassBay tuition and fees affordable to median and low-income families, and are students avoiding excessive levels of debt? The average student loan debt at graduation with an associate's degree at MassBay is \$2,350, while the state average is \$2,725, with the highest college debt being over \$6,000. The links to the overall data and the College's are as follows:

<https://www.mass.edu/datacenter/pmrs/home.asp>

<https://www.mass.edu/datacenter/pmrs/massbay.asp>

ENROLLMENT REPORT

Vice President Slavin reported that MassBay is half-way through the fall 2025 semester. Eight-Week-Two session classes started yesterday, and registration for spring 2026 will open next Monday. Current students are busy meeting with their advisors preparing to select classes once registration opens. The Admissions Office is busy with fall recruitment, and is visiting high schools, community-based organizations, and employers. Campus and virtual information sessions are being held on campus several times each month. The Fall Open House will take place on the Wellesley campus on November 15, and as of today over 400 guests have registered. The morning will consist of information sessions, conversations with staff and faculty, and tours of campus. Students will be able to apply that day and leave with an admissions decision.

CAPITAL CAMPAIGN REPORT

Capital Campaign Director Borg reported that MassBay is growing its pool of strong major donors and prospects, including individuals, corporate foundations, and private foundations. The Campaign Team is creating awareness of the College's accomplishments and vision and the transformative nature of community college. It is also building two volunteer committees. The first is the Campaign Steering Committee, comprised of those who can introduce President Podell to individuals, corporations, and foundations who are positioned to help. The second is the Advisory Committee, which is comprised of community leaders from various organizations who can help maximize the opportunity the new building provides.

ADJOURNMENT

MOTION: Trustee Choate moved to adjourn the meeting, and Trustee Negreli seconded the motion.

The motion passed via the following roll call vote: Trustee Choate – YES; Trustee Hidalgo – YES; Trustee Jatoi - YES; Trustee Kahn – YES; Trustee Lish – YES; Trustee Negreli – YES; Trustee Povich – YES; Trustee Prado – YES; Trustee Silva – YES

The meeting adjourned at 9:00 am.



11/18/25

David Podell, President
MassBay Community College



11/18/25

Ilissa Povich, Chair
MassBay Board of Trustees