

Ms. Susan Mintz, Office of Workforce Development, stated that things worked fairly well with Bunker Hill, although there have been lots of logistical problems. Computer classes have been in high demand but there has not been enough computer lab space. A lab science course has not been offered because of the problems of accessing lab space. Tension has escalated between the School Department and Bunker Hill over space and logistical issues. Ms. Semonoff stated that the computer lab was an issue from the beginning.

Mr. Swanger stated that one issue that plagued the partnership is the internal issues at Bunker Hill. Bunker Hill, he said, is trying to work through these issues. A reorganization and new hires have been made at Bunker Hill, he said. The Cambridge Satellite Campus had not been a priority for Bunker Hill. Resources have begun to line up.

Councillor Davis asked how long there has been tension between the High School and Bunker Hill. Ms. Walsh said the computer lab issues have been a source of irritation between Bunker Hill and the High School since the beginning. Ms. Semonoff said that, understandably, the high school's first priority is its students and it has not seen the campus as providing benefits to students and their families. Mr. Swanger stated that the computer lab is both a draw and an irritant.

Another issue identified by Mr. Swanger has been Bunker Hill's ability to respond to the community's needs such as providing services appropriate for residents living in public housing. He informed the committee that Bunker Hill and CHA, last spring, developed an EMT training program at 119 Windsor Street during the evenings. The planning and implementation piece was frustrating. The top priority was in getting the program up and running, rather than the program being well run.

Councillor Davis asked how many students were enrolled in the Bunker Hill EMT Program. Mr. Swanger stated 18 CHA participants and 1-2 non-CHA participants. CHA informed Bunker Hill that CHA applicants needed special support because they are non-traditional students. CHA wanted to bring the Community Learning Center in to help the CHA applicants and this caused a problem. At the first test, some of the students stopped coming. Attendance records were not provided to the CHA. There was a lack of understanding by Bunker Hill of the population. No one passed the state exam, he said. The problem was the instructional methods. Academic support is needed, he said. He further stated that many agencies came together to offer resources to Bunker Hill to help the participants succeed.

Ms. Mintz stated that the Cambridge partners are trying to target a certain population but Bunker Hill is not serving the people that the program hoped to serve. Enrollments, she said, have been a struggle. Much time and resources have been used to reach the targeted population. Information by city staff and the CHA was distributed to reach the targeted population, said Ms. Semonoff. Ms. Mintz stated that 7,000 brochures are distributed for each semester.

Ms. Semonoff stated that it has been difficult to get information, data and statistics from Bunker Hill. Ms. Mintz said that recently enrollment numbers were provided by Bunker Hill (**ATTACHMENT B**) She distributed Cambridge Student Profile - Conventional Counts by zip codes. (**ATTACHMENT C**) Ms. Huntington stated that she would like to know how many Community Learning residents are in the program.

Mr. Jason Marshall, Assistant to the Mayor, asked what was the effect of Cambridge College on the Bunker Hill program. Ms. Mintz stated that the fee for classes is lower at Bunker Hill. The fee for courses at Bunker Hill is approximately \$200.00. Ms. Huntington stated that some students go to Bunker Hill because of the low fee and then transfer to the University of Massachusetts. She stated that the High School is not the most convenient place to get to in Cambridge. Some students, she said, preferred to take classes in Charlestown. Cambridge is the biggest satellite site for Bunker Hill. Many of the classes students take are developmental classes, which are required for students who are not ready to take college-level courses.

Councillor Davis asked what is next. Ms. Walsh stated that a retreat is planned to be held on June 28th. Bunker Hill's position is that the community should market the community college.

Councillor Davis stated that the Bunker Hill program needs to be evaluated. Mr. Swanger stated that a new student population is needed. Ms. Mintz stated that the city would have to depend on Bunker Hill to do the evaluation because Bunker Hill has the information on the student body. A survey was prepared by the Office of Workforce Development to be distributed by Bunker Hill, but we have not received the results.

Councillor Davis stated that an audit needs to be done on the program. Mr. Swanger suggested that another Request for Proposal (RFP) should be done. Councillor Davis stated that the partnership with the High School needs to be addressed. Ms. Semonoff stated that timing is an issue. Between rebuilding the RSTA Program, the restructuring of the High School and the 10th grade MCAS test, focus on Bunker Hill cannot be a priority for the High School.

Mr. Marshall asked who is the contact at the High School. Ms. Mintz responded Caroline Hunter.

Ms. Huntington asked if other schools could be used for the community college satellite site. Councillor Davis stated that adults cannot be put into children's desks. Ms. Semonoff informed the committee that there used to be Bunker Hill classes at the Fitzgerald School. Ms. Huntington stated that there was no room at the Community Learning Center for the satellite site.

Mr. Marshall asked about the computer lab at the Senior Center or the library. Ms. Semonoff stated that the Rotary-donated lab at the library requires that no money can

be charged for the classes at the lab. Councillor Davis stated that the lab at the library should be reviewed to see if it can be available at night.

Ms. Walsh stated that the program is at a crossroads. The School Department will be invited to the retreat on June 28th. Ms. Walsh stated that the Mass Inc. reports about unskilled labor and the Massachusetts economy point to the Community Colleges as the way to build the skills needed to succeed in this economy.

Councillor Davis stated that outcomes are needed. Mr. Swanger stated that it would be good to get feedback from the students in the program; especially students who have taken classes in the last five years.

Councillor Davis suggested that Bunker Hill should develop a process for evaluation of the program. She asked Ms. Semonoff to develop language on this issue so that she could submit a City Council order. Ms. Semonoff stated that this is a two-step process. This discussion should take place at the retreat. Then, if more action is needed, a City council order can be filed.

Ms. Huntington stated that Bunker Hill dropout rates are high. Ms. Mintz stated that Bunker Hill is more concerned with enrollments than completion rates. Confidentiality is also an issue with the evaluation.

Ms. Semonoff stated that Bunker Hill is the logical community college because of the location. Ms. Walsh stated that Bunker Hill has a good relationship with Just-A-Start because of the Biomedical Program.

Councillor Davis stated that steps need to be taken to improve this program. Maybe it is the wrong model, she said.

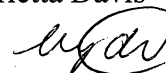
Mr. Swanger stated that most of the classes offered at the other Bunker Hill satellite campuses are English as a Second Language classes.

All agreed that we needed to reevaluate after the retreat.

The meeting adjourned at 3:40 p.m.

For the Committee,


Councillor Henrietta Davis
Chair





City of Cambridge

Department of Human Service Programs

51 Inman Street, Cambridge, Massachusetts 02139
(617) 349-6200, Fax (617) 349-6248

INVITATION TO COLLABORATE

The City of Cambridge seeks a community college, or a related institution of higher education, which can provide post-secondary training to Cambridge residents -- leading to an Associates' Degree, transfer to/or enrollment in a low-cost four-year institution -- on site in the Cambridge community. Specifically, we are interested in curriculum offerings which prepare residents for the following technical careers, representative of emerging areas of growth in the local economy:

- ◆ Biotechnology/Biomedical
- ◆ Careers in Health Care
- ◆ Financial Services
- ◆ Software/Computer Services

Institutions should also offer classes to give residents the basic academic skills needed to prepare for the above fields -- such as algebra, biology, chemistry, and advanced English-as-a-Second-Language - in addition to technical training. The target group for services will include both young people and adults, with particular emphasis on the following groups:

- ◆ youth and adults not currently pursuing a four-year college degree
- ◆ unemployed and underemployed adults
- ◆ immigrant and low-income families
- ◆ adults in mid-career transition
- ◆ displaced workers
- ◆ women re-entering the work force
- ◆ non-traditional students

The City of Cambridge, the Cambridge School Department, and local agencies will help the educational institution establish linkages with local programs serving youth and adults, and provide technical assistance to set up and operate a vital center. This effort has the endorsement of the City of Cambridge Department of Human Service Programs, the Cambridge Community Development Department, Cambridge Public Schools, the Citywide Youth Employment Office, and a number of community-based agencies.

To express interest: Please submit a concept paper/letter of interest of between 3 - 5 pages responding to some or all of the above priorities, with information about tuition costs, retention rates, career placement record, and rate of transfer to four-year universities to: Saphira Baker, Workforce Development Office, c/o Department of Human Service Programs, 51 Inman Street, Cambridge, MA 02139 by May 15, 1994. Proposals will be reviewed by a task force representing community partners. For more information, contact: Saphira Baker, Acting Director, Workforce Development Office, 617/876-5214.

DIVISIONS:

Childcare
349-6200

Community Learning Center
349-6363

Community & Youth
349-6231

Council on Aging/Elderly Services
349-6220

Low Income Fuel Assistance
349-6247

Planning & Development
349-6200

Recreation
349-6230

MultiService Center/Homeless Services
349-6340

Cambridge Student Profile - Conventional Counts

Course	SP99	FA99	SP00	FA00	SP01
Enrollments	114	146	161	114	148
Headcount	99	125	143	101	132
Multiple Courses	15	21	18	13	16
Multiple Semesters	0	11	18	22	19
Number of Courses	8	11	12	10	10

ATTACHMENT C

Cambridge Student Profile - Conventional Counts

ZIP Code Summary	SP99	FA99	SP00	FA00	SP01
Boston	5	2	8	9	13
Cambridge	31	63	58	39	42
Contiguous Communities	20	21	21	12	20
Other	43	39	56	41	57
Total	99	125	143	101	132

*Non-Boston contiguous communities are:

Arlington
Belmont
Somerville
Watertown

4

City of Cambridge

ECONOMIC DEVELOPMENT, TRAINING AND EMPLOYMENT COMMITTEE MEMBERS

*Councillor Henrietta Davis, Chair
Councillor Marjorie C. Decker
Vice Mayor David P. Maher*

In City Council June 4, 2001

The Economic Development, Training and Employment Committee conducted a public meeting on Wednesday, May 16, 2001 at 2:10 p.m. in the Ackermann Room.

The purpose of the meeting was to discuss the services offered to Cambridge residents by Bunker Hill Community College Satellite Campus.

Present at the meeting were Councillor Davis, Chair of the Committee; Ellen Semonoff, Deputy Director of Human Services; Sue Walsh, Office of Workforce Development; Susan Mintz, Office of Workforce Development; Steve Swanger, Director of Tenant Services, Cambridge Housing Authority (CHA); Linda Huntington, Community Learning Center; Jason Marshall, Assistant to the Mayor; and Donna P. Lopez, Deputy City Clerk.

Ms. Sue Walsh, Office of Workforce Development, outlined the history of Bunker Hill. The Community Learning Center and the Cambridge Housing Authority were among the original partners involved with bringing a community college to Cambridge, she said.

Councillor Davis asked what part the School Department played. Ms. Walsh stated that Lois Sullivan was the School Department representative in recent years. Mr. Swanger, CHA, stated that Larry Rosenstock from RSTA was the original School Department representative.

Ms. Walsh distributed the original invitation to collaborate. **(ATTACHMENT A)** There were three respondents to the invitation:

- Bunker Hill;
- Massachusetts Bay; and
- Roxbury Community College.

Core courses and a certificate program would be offered. City staff and the community partners thought that support services were very important to the participants, she said. Bunker Hill looked at this as a resource issue. Two years ago, Mr. Jimmy Roberts, a staff member who works at Bunker Hill, became a nighttime advisor for the participants at the Cambridge satellite.

238/5

Committee Report #4

Committee Report from Councillor
Henrietta Davis, Chair of the
Economic Development, Training
and Employment Committee for a
meeting held on May 16, 2001 to
discuss the services offered to
Cambridge residents by Bunker
Hill Community College Satellite
Campus.

In City Council June 4, 2001

Report Accepted

PLACED ON FILE