

**QUINCY COLLEGE
BOARD OF GOVERNORS**

MEETING OF AUGUST 19, 2004

MINUTES

The meeting was called to order at 6:10PM by Chair Theresa Lord-Piatelli. Present were: Barbara Cannon, Simon Chan, William Harding, Richard Nici, Peter O'Neill, Daniel Raymondi, Joanne Condon and Theresa Lord-Piatelli.

Also present were Sean L. Barry, President; Thomas DeSantes, Vice President for Enrollment Management; Steven McGrath, Executive Assistant to the President for Personnel/In-House Counsel; Deans, members of the faculty/staff and a number of new employees at the College.

The Pledge of Allegiance was recited and a moment of silence observed for Board member Joseph Nicastro, still recovering from heart surgery along with the King family for the passing of Patrick King and the McTiernan family. Today would have been the birthday of "Spanky" McTiernan.

Ms. Piatelli then called for the **Open Forum** and invited anyone in the audience to come up and address the Board. There were no replies. Ms. Piatelli again asked if anyone would like to come up. No one accepted. This part of the meeting was then closed.

Ms. Piatelli then moved on to the **Report of the Chair**, taking up item b. **Home Rule Petition**. Ms. Piatelli asked Steve McGrath to address the Board on the status of this issue. Ms. Piatelli also passed out copies of correspondence she had received regarding same. Mr. McGrath stated that the current status of this issue is best shown in the August 18th letter from the City Solicitor to the Board Chair. Mr. McGrath explained that we are still waiting for approval to pay Attorney Healy for past services and that a speedy outcome seems to be the desire of the Solicitor also.

Ms. Piatelli brought to Mr. McGrath's attention a letter dated the 4th that was addressed to her and not copied to President Barry or to Mr. McGrath. Ms. Piatelli is concerned that the Board has not been receiving copies of all correspondence from and to City Hall regarding this issue. Mr. McGrath proceeded to inform the Board of all his correspondence with City Hall, be it by phone or written communication. Mr. McGrath also explained that he has had a meeting with CFO, Chris Harrington, regarding all the communications he has also had with City Hall.

Ms. Piatelli then asked Mr. McGrath if, in his opinion, the College has adequately addressed the matters of Attorneys Healy and Murphy, Lamere & Murphy. Mr. McGrath

stated we had and that he would follow up on any questions within the next day or so. Ms. Piatelli then inquired as to whether or not it would be a good idea to have a single, point person to contact at the Solicitor's office. Mr. McGrath remarked that Mr. MacRitchie would be the most logical and that he would request that in writing.

Mr. McGrath went on to explain that the Atty. Healy will not meet with the Mayor's office regarding the Home Rule Petition until he is paid for past services. Mr. McGrath has tried to set up a preliminary meeting, not including Atty. Healy, but the Mayor's office has refused.

Ms. Walsh then made a statement to the Board—"bottom line, once the bills are paid to the attorneys the Home Rule will go forward?" Ms. Piatelli answered yes. President Barry then reiterated that it would not be wise to go any other way. To meet without the College attorneys present may not be the best idea. Ms. Walsh agreed but stated it seems like a long time and a lot of paper work just to get contracts signed. Everyone agreed. Ms. Piatelli then asked Board members if there were any questions for Mr. McGrath. There were not. President Barry asked if anyone needed to ask Mr. McGrath questions to please ask them so Mr. McGrath could leave.

Mr. Raymondi asked Mr. McGrath to go over with the Board the Resolve regarding Saville Hall. Mr. Raymondi also reminded the members that at the last meeting they had voted to pay the back taxes plus one million, three upon conveyance of a 99 year lease.

Mr. Raymondi asked that three changes be made and then a motion to accept the Resolve. The three changes were (1) mention the history of the building and that Quincy College has been the only tenant, (2) basically the Resolve just ratifies what has already happened and (3) the right thing to do is to approve and support the members of the City Council.

Mr. Raymondi made a motion to approve and Ms. Cannon seconded. The following members voted in favor of the motion: Ms. Cannon, Mr. Chan, Mr. Harding, Mr. Nici, Mr. O'Neill, Mr. Raymondi, Ms. Walsh and Ms. Piatelli. No members voted against the motion or abstained.

Mr. Raymondi then made a motion to approve the minutes of the last meeting, seconded by Ms. Cannon. The following members voted in favor of the motion: Ms. Cannon, Mr. Chan, Mr. Harding, Mr. Nici, Mr. O'Neill, Mr. Raymondi, Ms. Walsh and Ms. Piatelli. No members voted against the motion or abstained.

Ms. Piatelli then went on to the next item "audit". Ms. Piatelli informed the members that she and President Barry had met last week regarding the audit and wanted to report to the Board. Ms. Piatelli mentioned a group had met at her office with the auditor. The meeting lasted about 2 ½ hours. On August 10 the auditor also met with President Barry. At this point Ms. Piatelli requested President Barry speak to the members regarding these meetings. One point brought up was the pulling of files. Quincy College staff felt there was evidence of the pulling of specific files. They did not feel this was ethical, as usually it is a random process.

President Barry went on to explain that he and Ms. Gales had made it known that they would be happy to meet with Mr. Sullivan but that Mr. Sullivan requested to meet with Ms. Gales alone. Ms. Gales was hesitant to meet until she had the DA's decision regarding the Surg Tech Program. Ms. Gales did, however, meet with Mr. Sullivan for two hours before the meeting with President Barry. Mr. McGrath also attended the meeting. Mr. Barry proceeded to inform the Board of the meeting. Some of the items discussed at the meeting were the number of applicants for the course, the wait list, coordination of the program, etc.

At the meeting Mr. Sullivan stated that he had received calls from Quincy College people but would not give names to President Barry or Mr. McGrath. Mr. Sullivan also mentioned that in past years he has had problems with the CFO and this problem has not helped his image of Quincy College. President Barry stated that he is very disappointed with any Quincy College members that may have placed a call to Mr. Sullivan but also that he is NOT disappointed with the loyalty of many others. President Barry asked that no one make a call of that nature until they have ALL the facts clear. Mr. Sullivan then asked to meet with Ms. Gales again, without President Barry. Ms. Gales stated that he basically asked the same questions from the previous meeting. Mr. Sullivan tried to get Ms. Gales to admit that she and President Barry had given permission to Faith Tucker to hire these people, when neither did. President Barry stated that the truth will stand and come out.

Ms. Piatelli asked if President Barry had received a request to pull folders. President Barry passed the question on to Pushap Kapoor. Mr. Kapoor said no, he had not. Ms. Piatelli asked the Board if anyone had any questions for President Barry. Ms. Walsh asked if Mr. Sullivan is done? President Barry responded, he will be back and done by the beginning of the fall.

Mr. Raymondi asked if the Board could request to review the audit report now? President Barry said yes. Mr. Raymondi suggested we put the request in writing. Ms. Piatelli agreed.

Ms. Piatelli then thanked Mr. Nici for taking over her position on the Appointing Council and asked that he bring the Board up to date. Mr. Nici stated he had not been able to attend the last meeting and asked that Mr. Raymondi report. Mr. Raymondi did so. Mr. Raymondi mentioned there were many good resumes and he had received a letter from one of the applicants. Mr. Piatelli then thanked Ms. Walsh for taking the time to be on the Appointing Council.

Ms. Piatelli, at this time, publicly thanked Ms. Cannon for all her help as a Board member and acknowledged that she would be sorely missed. Ms. Cannon, with growing family responsibilities, finds she does not have the time to properly give to the Board and has resigned her position. Ms. Piatelli hoped that maybe in the future Ms. Cannon would be able to come back to the Board, and wished her well. Ms. Cannon then thanked all the

members and said it had been a pleasure working with the Board and the staff at Quincy College and that this would be her last meeting.

Mr. Raymondi requested that the Academic Integrity Statement be given to the Personnel & Programs Committee. Mr. Raymondi made the motion and Mr. Chan seconded the motion. All members agreed.

Ms. Piatelli then stated this concluded her report and that she wanted to thank all present for attending this meeting especially in mid August. She stated these items discussed were important and needed to be addressed.

President Barry then continued on to the **President's Report**. President Barry asked that members bring their attention to the Academic Integrity Policy statement in their packets. This is for information only at this time. It will be brought up at a future meeting. President Barry went on to discuss problems of cheating in classrooms, the issue of grade appeals, the duties of each office at the College and the wonderful caliber of instructors here at the College. President Barry then asked two senior administrators to speak to the Board. First to speak was Susan Bossa. Ms. Bossa spoke on the importance of Professional Development and her personal experience and what she has learned in the process. She wanted to thank the members of the Board for allowing her and others to attend these very important functions. Ms. Piatelli and President Barry thanked Ms. Bossa for her presentation. The next administrator to speak was Rob Grimes. Mr. Grimes went on to explain his new position and duties. Mr. Grimes also thanked the Board for allowing him to attend workshops stating that he feels they are very helpful in staying up to date and keeping up with the newest methods and procedures for institutions such as Quincy College. Mr. Grimes went on to explain to the members about the PIC organization of Boston. This organization sends young people out to institutions in a work/study capacity. Mr. Grimes went on to give a brief history of each of the four people that have been working here at the College and what each of their duties were. Mr. Grimes stated that all four had been great at their jobs and will be missed. Upon completion of their stay at Quincy College each was presented with a tuition voucher signed by President Barry to attend one three-credit course, free of charge.

President Barry also wanted to say how well the program worked out and that each of the four young people was of a great help. He went on to explain that programs such as this are great "word of mouth advertising" and can do nothing but help the College. President Barry also informed the members that he has awarded tuition vouchers to young people through the Irish Immigration Center. This, also, is one of many small ways to help the College without making a big dent in the wallet. President Barry then requested V.P. Tom DeSantes to speak on events being held at the College. Mr. DeSantes went over the Open House that had occurred last evening and the Career Day Open House coming up next week. The Open House was a huge success, attracting more people than any in the past. He sees this as a sign of good things to come. Mr. DeSantes also touched on the subjects of recruitment, marketing, enrollment etc.

Mr. Raymondi asked how the advertising for the fall enrollment is going. Mr. DeSantes went over all that the College has and will be doing in that area. Mr. DeSantes also mentioned that we will be using "Think Again" for a few more years, and that it is registered with the Attorney General. Ms. Piatelli stated she had heard our advertisement on Magic radio station. Ms. Walsh had also heard it. Mr. Raymondi asked why the attendance at Open House had gone up so high. Mr. DeSantes explained it could have been all the advertising, and that we received a data base list from Career Days in the past. These, all have helped. Mr. DeSantes also mentioned the marketing video sponsored by Mr. Chan. The video turned out to be a great success.

President Barry spoke of the new responsibilities of Mr. DeSantes, Mr. Grimes and Ms. Paris. President Barry thanked them for all they have done.

The next step is for Quincy College to get into advertising on television. Quincy College has quite a few photogenic members and this is an option that should be considered as soon as the College can afford it.

President Barry asked Ms. Paris to let the Board now about the new Assistant Director of Student Development, Pieta Blakely. Ms. Paris went on to explain the need for this person and her duties. He then asked the Board if there were any questions. There were none.

President Barry then asked Mr. Baker to tell the Board about the new Criminal Justice faculty member, Mr. Richard Wright. Mr. Baker gave information on the educational and work background.

President Barry then asked Mr. DeSantes to speak about Ms. Elise Sullivan and Ms. Michelle DeRosa, two new members of the Quincy College staff. Mr. DeSantes proceeded to describe what their jobs entail and a brief educational and work background on each.

President Barry then asked Mr. Bryan Walsh to introduce himself to the Board. Mr. Walsh did so and also spoke of what he hopes to accomplish while here at Quincy College. Mr. Walsh thanked the Board and President Barry for giving him this opportunity.

The next new staff member to speak was Dr. Fay, the new Interim Dean at Plymouth. Dr. Fay wanted to publicly thank everyone for this opportunity and wanted everyone to know that he had heard Mr. Gary Wallrapp speak on occasion and was very impressed.

President Barry then thanked Dr. Fay and added that he will bring a lot to the Plymouth Campus. President Barry also mentioned Mrs. Fay, who has been a long time faculty member of Quincy College.

Next, Daryl Slater came up and introduced himself to the Board. Mr. Slater thanked everyone and spoke of his educational and work background. Mr. Slater was happy to

have this opportunity to pursue a career in marketing. He had always been involved in public speaking but has missed the marketing field.

President Barry spoke of how Mr. Slater has been thrown right into the thick of things since he arrived. He has not really had a chance to get acquainted with Quincy College but has done all that was expected of him and done it well.

Next, Joe Bradley came up to speak. He, also thanked everyone and gave a little of his background. Mr. Bradley mentioned how the image of Quincy College has changed and will continue to change, for the better. Mr. Bradley looks forward to working with the Board and all members of Quincy College.

President Barry then asked Dean Martha Sue Harris to speak about the new Dean of Allied Health, Ms. Catherine DeLorey. Ms. Harris spoke of the background and how impressed she is with all the references she has received for Ms. DeLorey.

President Barry went on to thank Rose DeVito, Gary Wallrapp, Beverly Furtado and Pushap Kapoor, all members of the Transition Team. These people have done all they were asked to do and more. They have stayed late, many nights to help Quincy College through this difficult time. President Barry has not quite figured out how, but they deserve to be thanked.

Other items President Barry spoke on were the noise issues at the Coddington building, renovations at the Saville building and making sure our maintenance and facility departments are up to date. President Barry also discussed the item of "shadowing". We now have members of the Masters Cohort class and new employees that may be interested in teach at Quincy College. This is a wonderful thing.

Ms. Piatelli stated that this concluded the proper format of the meeting and everyone was invited to leave the meeting. Mr. Raymondi thanked Ms. Piatelli for having the meeting and stated how impressed he was with the quality of the new people. Mr. Raymondi feels that President Barry has put together a passionate organization.

At 8:35PM Ms. Piatelli suggested the Board take a five minute recess.

At 8:45PM the meeting was called back to order. Ms. Cannon said good night at this point as she had to leave the meeting.

President Barry spoke on two remaining items. The first, he wanted to publicly apologize for receiving any compensation for overtime. All monies have been repaid and Mr. McGrath is handling the situation. The second, he realizes that tomorrow is Pat's last day and there have been no arrangements made for the smaller more private dinner for Pat. Hopefully, something will be done in the near future.

Ms. Piatelli asked if there was any report from the Finance & Facilities Committee. There was not. Mr. O'Neill then proceeded to give a report from the meeting of

Personnel & Programs Committee held last week. The meeting concerned all the new people that had introduced themselves earlier in the meeting. Mr. O'Neill also wanted to say he was very impressed with everyone here tonight. Mr. O'Neill made a motion to accept all and the motion was seconded by Mr. Raymondi. The following members voted in favor of the motion: Ms. Cannon, Mr. Chan, Mr. Harding, Mr. Nici, Mr. O'Neill, Mr. Raymondi, Ms. Walsh and Ms. Piatelli. No members voted against the motion or abstained.

Ms. Walsh asked President Barry if the budget was still in the black. President Barry replied yes. President Barry also stated that there are some salaries kept in the budget full time even though the positions are not. He also stated the position of CFO is approved by the Board and that this position does not require a Vice President in the position.

Mr. O'Neill made a motion to accept the minutes of the Personnel & Programs Committee. The motion was seconded by Ms. Piatelli and accepted by all. Ms. Piatelli asked that President Barry introduce the candidate for the CFO position, Mr. Steven Higgins. President Barry gave a brief background and then asked if Mr. Higgins would join the members at the table. Mr. Higgins proceeded to give a history of his educational and work background and what he hoped to bring to this position. Mr. Raymondi asked Mr. Higgins what reports, etc. the Board should expect to receive from him if he was to take over this position. Mr. Higgins explained and also stated that he would need time to see what was needed, etc. Mr. Raymondi asked if Mr. Higgins was aware of the issue of fraud facing this institution. Mr. Higgins replied yes and outlined the steps he would follow to see this never happened again. Mr. Raymondi then asked how long before Mr. Higgins would be able to start in this position. Mr. Higgins replied a couple of weeks and that he would also offer to assist his previous employer until October in order to make their transition easier.

Mr. Raymondi mentioned he had met Mr. Higgins in the past and that he was impressed with his credentials and expertise. President Barry also stated that he had sent copies of the resume to Governor Harding and they both thought Mr. Higgins would be of great value to Quincy College.

Mr. Raymondi made the motion to approve the appointment of Mr. Steven Higgins as CFO at Quincy College and that President Barry and Chair Piatelli process this appointment. Mr. O'Neill seconded the motion. The following members voted in favor of the motion: Ms. Cannon, Mr. Chan, Mr. Harding, Mr. Nici, Mr. O'Neill, Mr. Raymondi, Ms. Walsh and Ms. Piatelli.

Mr. Higgins again thanked everyone for their support.

At 9:15PM the **Public Session** of the Board of Governors' meeting of August 19, 2004 was adjourned.