

**QUINCY COLLEGE
BOARD OF GOVERNORS**

MEETING OF JUNE 25, 2008

Minutes

The meeting was called to order at 6:32 PM. The member roll was called. The following members of the Board of Governors were present at the call of the member roll: Mark Bertman; Edward Browne; Francis Byrne; David Dennis, Vice Chair; Thomas Feenan; William Grindlay; Pedro Viejo-Rodriguez. Absent at the call of the member roll were: Jo-Ann Bragg; Mary Jo Brogna; Joanne Condon-Walsh; Jerrell Riggins, Second Vice Chair; Peter Tsaffaras, Esq., Chair of the Board of Governors. Also present were: Martha Sue Harris, President and Secretary of the Board of Governors; Dr. Patricia Vampatella, Vice President for Academic Affairs; Pushap Kapoor, Vice President for Administration and Finance; Robert E. Baker, Jr., Esq., Dean of Business and Public Service Programs and Assistant Secretary of the Board of Governors; Lorri Mayer, Executive Director of Human Resources; Dr. James Magee, Special Assistant to the President for Institutional Transitions; Laura Rivera, Special Assistant to the Vice President of Administration and Finance for Marketing; Michelle McNulty, Esq., Matthew Tobin, Esq.

In Mr. Tsaffaras's absence, Mr. Dennis chaired the meeting.

The Pledge of Allegiance was recited and a moment of silence was observed.

Ms. Brogna arrived at 6:36 PM.

Mr. Dennis called for the Open Forum portion of the meeting to begin and invited anyone who wished to address the Board of Governors to come forward and do so. Patricia McDermott, Professor of English, addressed the Board regarding contract faculty compensation (please see a copy of Ms. McDermott's remarks, attached). Philip Berardi, Professor of Science, then addressed the Board in follow-up to Ms. McDermott's remarks. Mr. Dennis recommended that Ms. Mayer appear at the next meeting of the Board of Governors to address the compensation issue raised by Ms. McDermott, and that the faculty should present the issue to the Quincy Education Association (QEA) for the filing of a grievance. Mr. Feenan expressed surprise that the QEA has not already filed a grievance. Attorney McNulty pointed out that the QEA contract speaks of payments made in an academic year, and that Ms. Mayer has confirmed that all payments to contract faculty were made as called for in the academic year. Attorney McNulty further stated that the QEA has taken the same position on this issue as that expressed by Attorney McNulty and Ms. Mayer. She also pointed out that for this matter to come before the Board, a grievance must be filed.

At 6:49 PM, motion by Mr. Grindlay that the Board of Governors enter into Executive Session for the purpose of discussing real estate negotiations, contract negotiations, and litigation, and to return to open and public session at approximately 7:30 PM. The motion was seconded by Mr. Byrne. There was no discussion on the motion. The following members of the Board of Governors voted in favor of the motion: Mr. Bertman; Ms. Brogna; Mr. Browne; Mr. Byrne; Mr. Dennis; Mr. Feenan; Mr. Grindlay; Mr. Viego-Rodriguez. There were no votes in opposition to the motion, and no abstentions. The motion was adopted.

Open and public session was resumed at 7:49 PM. The following members of the Board of Governors were present at the call of the member roll: Mr. Bertman; Ms. Brogna; Mr. Browne; Mr. Byrne; Mr. Dennis; Mr. Feenan; Mr. Grindlay; Mr. Viego-Rodriguez. The following members of the Board of Governors were absent: Ms. Bragg; Ms. Condon-Walsh; Mr. Riggins; Mr. Tsaffaras.

Motion by Mr. Feenan that the Board of Governors ratify the one (1) year contract with the Quincy Education Association, as voted on in Executive Session (please see copy, attached). The motion was seconded by Mr. Grindlay. There was no discussion on the motion. The following members of the Board of Governors voted in favor of the motion: Mr. Bertman; Ms. Brogna; Mr. Browne; Mr. Byrne; Mr. Dennis; Mr. Feenan; Mr. Grindlay; Mr. Viego-Rodriguez. There were no votes in opposition to the motion, and no abstentions. The motion was adopted.

President Harris then presented her report. She reported that three (3) actuarial benefit companies have been interviewed and she will select one (1) such company by the end of the month to conduct the actuarial study. President Harris also reported that law firms also have been interviewed and three (3) have provided written presentations for the Board. It is anticipated that these firms will come before the Board for presentations in July.

President Harris then called upon Ms. Rivera to make a presentation on the College's marketing efforts.

President Harris then referred to the report (please see copy, attached) of Steve Habeeb, Special Assistant to the President for Facilities Planning.

Vice President Kapoor was then called upon to present a financial report (please see copy, attached). He stated that one thousand students are enrolled in Summer II and Summer IV, up by forty two head count from last year. Summer I and Summer III enrollments also are up from last year. He also reported that twenty seven per cent has been saved on insurance premiums.

Mr. Kapoor then explained and presented the rationale for two (2) proposed budget transfers.

Motion by Mr. Grindlay that the Board of Governors approve the following budget transfers: \$5,000.00 from the "Unemployment" line to the "Workers' Compensation" line; \$12,000.00 from the "Bad Check Reimbursement" line to the "Credit Card Charge Expense Account" line. The motion was seconded by Mr. Viejo-Rodriguez. There was no discussion on the motion. The following members of the Board of Governors voted in favor of the motion: Mr. Bertman; Ms. Brogna; Mr. Browne; Mr. Byrne; Mr. Dennis; Mr. Feenan; Mr. Grindlay; Mr. Viego-Rodriguez. There were no votes in opposition to the motion, and no abstentions. The motion was adopted.

Mr. Byrne asked Mr. Kapoor to review the entire "Projections" sheet and to bring a revised set of projections to the Board at its next meeting.

Motion by Mr. Bertman that the Board of Governors approve the minutes of its meeting of May 28, 2008. The motion was seconded by Ms. Brogna. There was no discussion on the motion. The following members of the Board of Governors voted in favor of the motion: Mr. Bertman; Ms. Brogna; Mr. Browne; Mr. Byrne; Mr. Dennis; Mr. Feenan; Mr. Grindlay; Mr. Viego-Rodriguez. There were no votes in opposition to the motion, and no abstentions. The motion was adopted.

Mr. Grindlay, Chair of the Personnel and Programs Subcommittee, then presented two proposed, new academic programs for consideration by the Board. Those programs are: the Accounting Certificate Program; and the Clinical Lab Technician Degree Program. President Harris also provided information on those programs. Mr. Grindlay stated that each program had been discussed by the Personnel and Programs Subcommittee, but that the Subcommittee had taken no votes on the programs.

Motion by Mr. Grindlay that the Board of Governors approve the Accounting Certificate and Clinical Lab Technician Degree Programs. The motion was seconded by Mr. Byrne. There was

no discussion on the motion. The following members of the Board of Governors voted in favor of the motion: Mr. Bertman; Ms. Brogna; Mr. Browne; Mr. Byrne; Mr. Dennis; Mr. Feenan; Mr. Grindlay; Mr. Viego-Rodriguez. There were no votes in opposition to the motion, and no abstentions. The motion was adopted.

Mr. Grindlay announced that he hopes to hold a meeting of the Personnel and Programs Subcommittee on July 28, 2008. He wants a report on Millennium then, including how many students are involved, how much Quincy College makes, and how much Quincy College spends on the program.

Mr. Bertman presented a report on the Quincy College Trust. In that report, he stated that the money held by the Quincy College Foundation will be transferred to the Trust within the next four (4) weeks.

Under Old Business, Dr. Magee was called upon to present the Institutional Transition Master Plan (please see copy, attached). He reported that attorneys and actuaries both said that they could work within the cited timelines. The plan calls for the Home Rule Petition to be submitted in December 2008. He recommended that law firms be interviewed in July 2008. He anticipates that the transition process will be done by the spring of 2010. The Board requested that Dr. Magee draft a "critical path" chart for those matters involving government action.

Dr. Magee then reviewed the proposed transition budget.

Motion by Mr. Grindlay that the proposed, estimated transition budget be referred to the Finance and Facilities Subcommittee for review, identification of funding sources, and recommendations. The motion was seconded by Mr. Byrne. There was no discussion on the motion. The following members of the Board of Governors voted in favor of the motion: Mr. Bertman; Ms. Brogna; Mr. Browne; Mr. Byrne; Mr. Dennis; Mr. Feenan; Mr. Grindlay; Mr. Viego-Rodriguez. There were no votes in opposition to the motion, and no abstentions. The motion was adopted.

Motion by Mr. Browne that the Board of Governors endorses the purpose of the Institutional Transition Master Plan as set forth on page 2 of the Plan, to allow the President and the facilitator to move forward, with regular reports to the Board. The motion was seconded by Mr. Byrne. There was no discussion on the motion. The following members of the Board of Governors voted in favor of the motion: Mr. Bertman; Ms. Brogna; Mr. Browne; Mr. Byrne; Mr. Dennis; Mr. Feenan; Mr. Grindlay; Mr. Viego-Rodriguez. There were no votes in opposition to the motion, and no abstentions. The motion was adopted.

Next addressed was the matter of the Board of Governors' regular meeting schedule for 2008 – 2009. It was the consensus of the Board that the fourth Wednesday of the month appears to work well for Board meetings.

Motion by Mr. Grindlay that for 2008 – 2009, Board meetings be held on the fourth Wednesday of each month, with those meetings to commence at 6:30 PM. The motion was seconded by Mr. Browne. There was no discussion on the motion. The following members of the Board of Governors voted in favor of the motion: Mr. Bertman; Ms. Brogna; Mr. Browne; Mr. Byrne; Mr. Dennis; Mr. Feenan; Mr. Grindlay; Mr. Viego-Rodriguez. There were no votes in opposition to the motion, and no abstentions. The motion was adopted.

At 9:20 PM, motion by Mr. Grindlay that the meeting of the Board of Governors be recessed, subject to the call of the Chair. The motion was seconded by Mr. Viejo-Rodriguez. There was no discussion on the motion. The following members of the Board of Governors voted in favor of the motion: Mr. Bertman; Ms. Brogna; Mr. Browne; Mr. Byrne; Mr. Dennis; Mr. Feenan; Mr. Grindlay; Mr. Viego-Rodriguez. There were no votes in opposition to the motion, and no abstentions. The motion was adopted.