

**QUINCY COLLEGE
BOARD OF GOVERNORS**

MEETING OF MAY 26, 2004

MINUTES

The meeting was called to order at 6:15PM by Chair Theresa Lord-Piatelli. The member roll was called. Present were: Simon Chan, John Farmer, William Harding, Joseph Nicastro, Richard Nici, Daniel Raymondi and Joanne Condon-Walsh.

Also present were Sean L. Barry, President; Patricia Gales, Vice president for Educational Services; Christopher Harrington, Vice President/CFO; Thomas DeSantes, Vice president for Management; Michelle McNulty, Esq., Council to the Board of Governors, Deans and members of staff and faculty of Quincy College.

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

Ms. Piatelli then opened the **Public Hearing on the proposed FY 05 Budget** and asked if anyone had any questions. No one replied. She asked a second time, again no one replied so that portion of the meeting was closed and the regular portion of the meeting opened.

The first item, number eight on the agenda was the **Report of the Chair**. Ms. Piatelli spoke of the events, i.e.: the Honors Convivium, that have taken place over the last few weeks and how important and successful they all were. She also mentioned the "Tribute to the Troops" and what a great ceremony that was and a wonderful outreach to the community. She apologized for not being able to make the Pinning Ceremony but was assured by members that did attend that all went well. Ms. Piatelli wanted to publicly thank all the faculty, administration and staff that assisted in the smooth running of all these events. It was wonderful to see everyone, including some Board members working side by side for the good of the College and community. She also wanted to publicly thank the Patriot Ledger, through Chris Walker, for the front page photos of the Quincy College Commencement Exercises.

The next item, **Contract for Legal Services FY 05**, was brought up for discussion. Attorney Michelle McNulty was asked to address the Board. She spoke of contracts she has given to the Board and reminded the members they have not been signed as yet. She also has prepared a draft contract between her firm and Quincy College that is under consideration.

Mr. Raymondi proceeded to tell the members that he has, over the years, received some great advice from Attorney McNulty and that they are lucky to have someone as

dedicated as her and that she would be sorely missed if she no longer represented the Board. Mr. Raymondi then made a motion that the Board approves the contract for legal services. Mr. Nicastro seconded the motion. The following members voted in favor of the motion: Mr. Chan, Mr. Farmer, Mr. Harding, Mr. Nicastro, Mr. Nici, Mr. Raymondi, Ms. Condon-Walsh and Ms. Piatelli.

President Barry then discussed the next item on the agenda, **President's Report, Perkins Funding for FY 05**. He went on to say that the College is lucky to have the strong support we have for Education by our state Senators. President Barry discussed Perkins, PELL Grants and other federal funding. He went on to inform the members of the decrease in our Perkins funding for next year. He also explained that it is Perkins funds that support our full-time instructor, Maureen Kiley. This is an income-eligible program. If your income is in the range you pay nothing. President Barry went on to say how valuable Maureen Kiley is to Quincy College and all the students. There is no money n Perkins for any equipment or tutoring and advising has been cut to the bone. President Barry did say that fortunately technology has not changed drastically for about a year now and hopefully we can weather this. He and V.P. Gales have gone over the EMP Program and have put money aside for supplies. This also is an income-eligible program and some students come for free; sometimes students that would never have considered attending college if not for this course.

Perkins also funds professional Development and is linked to PELL Grants, which Federal Aid. On the subject of Financial Aid, we have to make it a point to explain the process of applying to all new students. Some students only taking a few courses do not think they can apply at all. The more PELL funds we are eligible for the more Perkins we can apply for. We need to find a way to make up the money we have lost to fund tutoring. President Barry also explained how the decline in the Surgical Technical Course has also affected Perkins, and so on and so on, down the line.

Mr. Nicastro asked President Barry if it is possible to development some type of grant with the Department of Unemployment for people unemployed. President Barry responded by saying that is only one of the many grants we have applied for. It is, however a long process and takes a lot of work. He hoped that by the next Board Meeting he would be able to give the members an update on these applications.

Ms. Piatelli then asked the Board to continue with Item 10, Reports of Special Committees. Mr. Raymondi, however, asked if they could go back to the last item for just a moment and discuss the status of the Home Rule Petition. At this point President Barry asked Steve McGrath to come up to the podium and explain. He explained that at the last Finance & Facilities meeting we determined Attorney Healy would work side by side with Mr. McGrath. Mr. McGrath thought the pace and progress would have been a little more swift. Nothing has proceeded with the speed Quincy College would have liked. He tried to have telephone discussions but that did not work out. He did have an early appointment for this past Tuesday but Attorney had to cancel. Mr. McGrath also brought it to the attention of the Board that the contract with Attorney Healy has not yet

been signed. Mr. McGrath is trying to get is issue resolved and the entire problem moving at a faster pace.

Mr. Raymondi spoke of how helpful he has found Attorney Healy to be and hope the contract issue could be resolved. He asked Mr. McGrath to find where it is and who is holding this up. Time is of the essence, particularly where it is an election year. Mr. McGrath agreed and said that is the position of the President's office also.

At approximately 6:30pm Ms. Piatelli had to leave the meeting temporarily and Mr. Farmer took over as Chair and requested that they move on to the next item, **Reports of Special Committees**, Finance and Facilities. V.P. Christopher Harrington then proceeded to pass out to each member the sheets regarding FY2004 Budget Transfers. Each transfer was read by Mr. Harrington. Mr. Raymondi then made a motion that the six transfers, as a whole, as reviewed by the Finance & Facilities Committee earlier in the evening be approved. Mr. Farmer seconded the motion. The following members voted in favor of the motion: Mr. Chan, Mr. Farmer, Mr. Harding, Mr. Nicastro, Mr. Nici, Mr. Raymondi and Ms. Condon-Walsh.

Mr. Nicastro then proceeded to go over the minutes from the Personnel & Programs meeting held on April 28, 2004, regarding the new position of an Executive Director for Planning and other positions. Mr. Raymondi made a motion to accept the recommendations of the Personnel & Programs Committee regarding these positions. Mr. Farmer seconded the motion. The following members voted in favor of the motion: Mr. Chan, Mr. Farmer, Mr. Harding, Mr. Nicastro, Mr. Nici, Mr. Raymondi and Ms. Condon-Walsh.

The next item, **Old Business**, FY 05 Budget, Tuition and Fees, was discussed. President Barry first brought to the attention of the Board an error in the typing of the Budget they had before them. Some of the processes he discussed were the practice of letting students register without paying first. We have found that the "pay as you go" system is better. When we have let students register without paying and then they do not show up for class we are in a bad position. We now have to try to reach the next person on the waiting list and many times that is impossible, because of vacations and such. He then went on to discuss refunds, refund periods and who the refunds are made out to.

President Barry also discussed the cost of many things, such as legal services. These increases in cost plus the loss of funds from the dropping of the surge tech program has affected our budget drastically. It is imperative that Quincy College try to keep the financial obligations it has made. He noted that the budget the Board had before them contains some additions occurred very late in the process. Some other points he explained were that administrators are not guaranteed to always hold the position they may hold at this time, we do not always attract the best applicants for job openings due to a lower pay scale and bad publicity, etc. He went on to say we did not dissolve any faculty positions or terminate any administrative positions. He is hoping the Computer Science courses will level off and improve and also that the surge tech will start up again in 2005 and be very successful, as it was in the past.

President Barry then went on to discuss the Tuition and Fee Schedule that had been passed out to all members. He asked that this be approved.

Mr. Raymondi first wanted to thank all involved in the Budget process and the effort that has been into this long and difficult process. He also wanted to thank Governor Farmer for his guidance and wisdom he has given the Board over the last six years. He then thanked President Barry for being flexible in the matter of Tuition & Fees. V.P. Harrington was also thanked for keeping the Board informed with up-to-date information regarding the Budget issue during this process.

Mr. Raymondi made a motion to approve the Tuition & Fee Schedule. Mr. Farmer seconded the motion. The following members voted in favor of the motion: Mr. Chan, Mr. Farmer, Mr. Harding, Mr. Nicastro, Mr. Nici, Mr. Raymondi and Ms. Condon-Walsh.

At approximately 7:22pm Ms. Piatelli returned to the meeting.

Mr. Raymondi made a motion to approve the full Budget as presented. Mr. Farmer seconded the motion. The following members voted in favor of the motion: Mr. Chan, Mr. Farmer, Mr. Harding, Mr. Nicastro, Mr. Nici, Mr. Raymondi, Ms. Condon-Walsh and Ms. Piatelli.

Mr. Farmer then congratulated everyone for the Budget passing.

The next item, **New Business**, concerned the date of the next Board meeting. President Barry suggested that a date be scheduled. If, in the future, they decide they do not need to have the meeting at least it will be posted, etc. He mentioned June 15 or June 29, 2004. Ms. Walsh stated she would not be able to attend on the 15th. Mr. Raymondi also stated that the 15th was probably to close to this meeting. It was decided by all that the June 22nd meeting be cancelled and a new one posted for June 29, 2004. Mr. Raymondi made a motion to approve the suggestion and Mr. Farmer seconded. The following members voted in favor of the motion: Mr. Chan, Mr. Farmer, Mr. Harding, Mr. Nicastro, Mr. Nici, Mr. Raymondi, Ms. Condon-Walsh and Ms. Piatelli.

Mr. Raymondi asked President Barry if it was possible for the Board to meet in the Coddington Hall Building. President Barry's response was no, because of evening classes but he would be more than happy to schedule a tour of the building at any time.

Mr. Ramondi then stated that since there was no need for an Executive Session that the meeting be adjourned. At 7:25 the meeting of May 26, 2004 was concluded.