

**QUINCY COLLEGE
BOARD OF GOVERNORS**

**Meeting of September 19, 2005
Minutes**

The meeting was called to order at 5:19 PM. The member roll was called. The following members of the Board of Governors were present: Joanne Condon-Walsh; William Grindlay; Dr. Joseph Nicastro; Richard Nici; Peter O'Neill, Esq.; Jerrell Riggins; Theresa Lord-Piatelli, Esq., Chair. The following members of the Board of Governors were absent: David Dennis; Daniel Raymondi, Esq.; Walter White. Also present were: Martha Sue Harris, President and Secretary to the Board of Governors; Dr. Keith Cotroneo, Vice President for Academic Affairs; Pushap Kapoor, Vice President for Enrollment Management; Robert E. Baker, Jr., Esq., Dean of Business and Public Service Programs and Clerk of the Board of Governors; Michelle McNulty, Esq. The Pledge of Allegiance was recited and a moment of silence was observed.

Motion by Ms. Condon-Walsh to approve the minutes of the Board of Governors' meeting of August 2, 2005 (please see copy, attached). The motion was seconded by Mr. Riggins. There was no discussion on the motion. The following members of the Board of Governors voted in favor of the motion: Ms. Condon-Walsh; Mr. Grindlay; Dr. Nicastro; Mr. Nici; Mr. O'Neill; Mr. Riggins; Ms. Lord-Piatelli. There were no votes in opposition to the motion, and no abstentions. The motion was adopted.

Ms. Lord-Piatelli then presented the Report of the Chair. The Report consisted of an update on the Appointing Council for the Board of Governors. The Council has elected a Chair, Douglas Gutro of the Quincy City Council. The Council assessed the background needed for Board members and established advertising and selection processes. Advertising will take place in both the Patriot Ledger and Quincy Sun, and possibly in several professional publications. Interested persons will be asked to submit letters of interest and resumes. The Council is next scheduled to meet on October 13, 2005, at 6:00 PM to review the responses.

Committee reports were then presented. The Nominating Committee presented its recommendations for officers of the Board of Governors. The report was presented by Ms. Condon-Walsh, who stated that the Committee made the following recommendations: Theresa Lord-Piatelli as Chair; Peter O'Neill as First Vice Chair; Richard Nici as Second Vice Chair.

Motion by Ms. Condon-Walsh that nominations for officers of the Board of Governors be closed. The motion was seconded by Dr. Nicastro. There was no discussion on the motion. The following members of the Board of Governors voted in favor of the motion: Ms. Condon-Walsh; Mr. Grindlay; Dr. Nicastro; Mr. Nici; Mr. O'Neill; Mr. Riggins; Ms. Lord-Piatelli. There were no votes in opposition to the motion, and no abstentions. The motion was adopted.

Motion by Mr. Riggins that the recommendations of the Nominating Committee be adopted. The motion was seconded by Dr. Nicastro. There was no discussion on the motion. The following members of the Board of Governors voted in favor of the motion: Ms. Condon-Walsh; Mr. Grindlay; Dr. Nicastro; Mr. Nici; Mr. O'Neill; Mr. Riggins; Ms. Lord-Piatelli. There were no votes in opposition to the motion, and no abstentions. The motion was adopted.

Dr. Nicastro, Subcommittee Chair, then presented the report of the Personnel and Programs Subcommittee. He recommended against a Presidential search as it would be a lengthy process that would take attention and resources from the NEASC reaccreditation scheduled for 2006, and the people who would be involved in a Presidential search also will be very involved with reaccreditation. He stated that under Acting President Harris, the College has stability, direction, and a vision.

Motion by Dr. Nicastro that Martha Sue Harris be appointed President of Quincy College, with a contract to be negotiated and brought back before the Board of Governors at a later date. The motion was seconded by Mr. O'Neill. There was no discussion on the motion. The following members of the Board of Governors voted in favor of the motion: Ms. Condon-Walsh; Mr. Grindlay; Dr. Nicastro; Mr. Nici; Mr. O'Neill; Mr. Riggins; Ms. Lord-Piatelli. There were no votes in opposition to the motion, and no abstentions. The motion was adopted.

Motion by Dr. Nicastro that President Harris's organization plan (please see copy, attached), and the new positions contained therein, be approved. The motion was seconded by Ms. Condon-Walsh. There was no discussion on the motion. The following members of the Board of Governors voted in favor of the motion: Ms. Condon-Walsh; Mr. Grindlay; Dr. Nicastro; Mr. Nici; Mr. O'Neill; Mr. Riggins; Ms. Lord-Piatelli. There were no votes in opposition to the motion, and no abstentions. The motion was adopted.

Mr. Grindlay, Subcommittee Chair, then presented the report of the Finance and Facilities Subcommittee. Mr. Grindlay described the process that had been taken to review for accuracy and revise the Fiscal Year 2006 budget. As a result of that budget review by the Finance and Facilities Subcommittee, the following motions were offered.

Motion by Mr. Grindlay that ~~\$1,206,779.00~~ ^{→ I have the detail} be transferred to Reserve for Appropriation (FY 2006) from a variety of FY 2006 budget expense lines. For a listing of those lines from which transfers were made, and the amount of each transfer, please see a copy of the Report of the Finance and Facilities Subcommittee, attached. The motion was seconded by Mr. Nici. There was no discussion on the motion. The following members of the Board of Governors voted in favor of the motion: Ms. Condon-Walsh; Mr. Grindlay; Dr. Nicastro; Mr. Nici; Mr. O'Neill; Mr. Riggins; Ms. Lord-Piatelli. There were no votes in opposition to the motion, and no abstentions. The motion was adopted.

Motion by Mr. Grindlay that ~~\$515,053.00~~ [←] be transferred from Reserve for Appropriation (FY 2006) to the following lines in the FY 2006 budget in the stated amounts:

Personnel Services (to fund positions within President Harris' organization plan) \$257,353.00; }
Personnel Services (to fund personnel component of the Student Support Initiative) \$50,593.00; }
Student Support (to fund Student Support Initiative's academic expenses) \$54,407.00; }
Student Activity expense \$42,700.00; } ✓

Employee Benefits \$100,000.00; → was to go back to her for App. & reduce budgetary exp. for
Workmen's Compensation \$10,000.00 → increase to expense & reduce reserve for App. }
Enough budget

The motion was seconded by Dr. Nicastro. There was no discussion on the motion. The following members of the Board of Governors voted in favor of the motion: Ms. Condon-Walsh; Mr. Grindlay; Dr. Nicastro; Mr. Nici; Mr. O'Neill; Mr. Riggins; Ms. Lord-Piatelli. There were no votes in opposition to the motion, and no abstentions. The motion was adopted.

Motion by Mr. Grindlay that \$659,098.00 be transferred from FY 2005's Personnel expense (\$640,208.00) and Interstate Travel expense (\$18,890.00) to FY 2005's Retirement expense. The motion was seconded by Mr. Riggins. There was no discussion on the motion. The following members of the Board of Governors voted in favor of the motion: Ms. Condon-Walsh; Mr. Grindlay; Dr. Nicastro; Mr. Nici; Mr. O'Neill; Mr. Riggins; Ms. Lord-Piatelli. There were no votes in opposition to the motion, and no abstentions. The motion was adopted.

Motion by M. Grindlay that \$53,400.00 be transferred from FY 2005's Legal expenses to FY 2005's Judgments, Losses, and Claims expenses. The motion was seconded by Ms. Condon-Walsh. There was no discussion on the motion. The following members of the Board of Governors voted in favor of the motion: Ms. Condon-Walsh; Mr. Grindlay; Dr. Nicastro; Mr. Nici; Mr. O'Neill; Mr. Riggins; Ms. Lord-Piatelli. There were no votes in opposition to the motion, and no abstentions. The motion was adopted.

At 5:35 PM, Ms. Condon-Walsh moved that the Board of Governors enter into Executive Session for the purpose of discussing personnel matters and litigation. The motion was seconded by Mr. O'Neill. There was no discussion on the motion. The following members of the Board of Governors voted in favor of the motion: Ms. Condon-Walsh; Mr. Grindlay; Dr. Nicastro; Mr. Nici; Mr. O'Neill; Mr. Riggins; Ms. Lord-Piatelli. There were no votes in opposition to the motion, and no abstentions. The motion was adopted.

At 5:45 PM, the Board of Governors resumed public session. Those members who were present at the initial roll call for this evening's meeting were still present, with no additions.

Motion by Ms. Condon-Walsh to approve the proposed contract for Steve Higgins, Chief Financial Officer. The motion was seconded by Mr. O'Neill. There was no discussion on the motion. The following members of the Board of Governors voted in favor of the motion: Ms. Condon-Walsh; Mr. Grindlay; Dr. Nicastro; Mr. Nici; Mr. O'Neill; Mr. Riggins; Ms. Lord-Piatelli. There were no votes in opposition to the motion, and no abstentions. The motion was adopted.

Motion by Ms. Condon-Walsh that the September 19, 2005, meeting of the Board of Governors be adjourned. The motion was seconded by Mr. O'Neill. There was no discussion on the motion. The following members of the Board of Governors voted in favor of the motion: Ms. Condon-Walsh; Mr. Grindlay; Dr. Nicastro; Mr. Nici; Mr. O'Neill; Mr. Riggins; Ms. Lord-Piatelli. There were no votes in opposition to the motion, and no abstentions. The motion was adopted.

The meeting was adjourned at 5:47 PM.