

**QUINCY COLLEGE
BOARD OF GOVERNORS**

MEETING OF SEPTEMBER 28, 2016

Minutes

The meeting of the Quincy College Board of Governors, held in the Quincy College Conference Room, Plymouth Campus, 36 Cordage Park, Plymouth, Massachusetts, was called to order at 6:33 PM. The member roll was called. The following members of the Board of Governors were present at the call of the member roll: Mr. Thomas Feenan, Chairman of the Board of Governors; Mr. Paul Barbadoro; Mr. Christopher Bell Second Vice Chair; Ms. Eileen Bevivino-Lawton; Mr. William Boozang; Ms. Barbara Clarke; Dr. Thomas Fitzgerald; Mr. Gregory Hanley; Ms. Carolyn O'Toole; and Mr. Joseph Shea. Absent at the call of the member roll was: Reverend James Hawker and Mr. David McCarthy. A quorum was present.

Also present were: Peter H. Tsaffaras, J.D., President and Secretary of the Board of Governors; Joseph Mercurio, Senior Vice President for Administration and Finance; Aundrea Kelley, Senior Vice President for Academic Affairs; Stephen Kearney, Assistant to the President; Ms. Mary Burke, Vice President/Dean of the Plymouth Campus; Tom Pham, Vice President for Information Technology and Mission Support; Dr. Kimberly Puhala, Associate Vice President for Institutional Research and Assessment; Martin Ahern, Director of Finance; William Hall, Director of Administrative Services and Facilities; Dean Robert Baker; Dean William Brennan; Dean Vincent Van Joolen; Dean Linda Pendergast; as well as other members of the College community and the public.

The pledge of allegiance was recited. A moment of silence was offered in remembrance of members of the Quincy College community who have passed away.

Chairman Feenan called on President Tsaffaras to report on the meeting of the Appointing Council. President Tsaffaras reported that the Quincy College Appointing Council met in the Hart Board Room on 14 September 2016. Mr. Thomas Fabrizio served as Chair of the Council. There was discussion regarding the composition of the Board of Governors; the three (3) members of the Board of Governors who requested to be reappointed (Mr. Paul Barbadoro, Ms. Barbara Clarke, and Mr. Joseph Shea); the vacancy created by the departure of Ms. Maureen Glynn; possible next meeting dates of the Council; and advertising the Board of Governors' vacancy. The three (3) governors who requested reappointment (Mr. Barbadoro, Ms. Clarke, and Mr. Shea) were reappointed by the Council. The Council will meet on 24 October 2016 to review the applications and select a candidate for the vacancy created by the departure of Ms. Maureen Glynn.

Next, Chairman Feenan called on Governor Hanley, Chair of the Nominating Committee, to report on the meeting of the Nominating Committee of the Board of Governors. Mr. Hanley reported that the Nominating Committee, comprising Ms. Bevivino-Lawton, Dr. Fitzgerald, and Mr. Hanley, met on 28 September 2016. The Nominating Committee voted unanimously to nominate Mr. Thomas Feenan as Chair of the Board of Governors. The Nominating Committee voted unanimously to nominate Mr. Christopher Bell as First Vice Chair of the Board of Governors. The Nominating Committee voted unanimously to nominate Ms. Barbara Clarke as Second Vice Chair of the Board of Governors.

Motion by Mr. Barbadoro that the Board of Governors vote to appoint Mr. Thomas Feenan as Chair of the Board of Governors. The motion was seconded by Ms. Bevivino-Lawton. There was no discussion on the motion. The following members of the Board of Governors voted in favor of the motion to appoint Mr. Feenan as Chair of the Board of Governors: Mr. Barbadoro; Mr. Bell; Ms. Bevivino-Lawton; Mr. Boozang; Ms. Clarke; Mr. Feenan; Dr. Fitzgerald; Mr. Hanley; Ms. O'Toole; and Mr. Shea. There were no votes in opposition to the motion and no abstentions. The motion was adopted.

Motion by Mr. Barbadoro that the Board of Governors vote to appoint Mr. Christopher Bell as First Vice Chair of the Board of Governors. The motion was seconded by Ms. Bevivino-Lawton. There was no discussion on the motion. The following members of the Board of Governors voted in favor of the motion to appoint Mr. Bell as First Vice Chair of the Board of Governors: Mr. Barbadoro; Mr. Bell; Ms. Bevivino-Lawton; Mr. Boozang; Ms. Clarke; Mr. Feenan; Dr. Fitzgerald; Mr. Hanley; Ms. O'Toole; and Mr. Shea. There were no votes in opposition to the motion and no abstentions. The motion was adopted.

Motion by Mr. Barbadoro that the Board of Governors vote to appoint Ms. Barbara Clarke as Second Vice Chair of the Board of Governors. The motion was seconded by Ms. Bevivino-Lawton. There was no discussion on the motion. The following members of the Board of Governors voted in favor of the motion to appoint Ms. Clarke as Second Vice Chair of the Board of Governors: Mr. Barbadoro; Mr. Bell; Ms. Bevivino-Lawton; Mr. Boozang; Ms. Clarke; Mr. Feenan; Dr. Fitzgerald; Mr. Hanley; Ms. O'Toole; and Mr. Shea. There were no votes in opposition to the motion and no abstentions. The motion was adopted.

Chairman Feenan called for the Open Forum portion of the meeting to begin. He invited anyone who wished to come forward and address the Board of Governors to do so. There was no response to Chairman Feenan's invitation. Chairman Feenan repeated his invitation. Again was no response. Chairman Feenan declared the Open Forum portion of the meeting closed.

Motion by Mr. Barbadoro that the Board of Governors approve the minutes of its meeting of June 16, 2016, as submitted. The motion was seconded by Mr. Bell. There was discussion on the motion. The following members of the Board of Governors voted in favor of the motion to approve the minutes: Mr. Barbadoro; Mr. Bell; Ms. Bevivino-Lawton; Mr. Boozang; Ms. Clarke; Mr. Feenan; Dr. Fitzgerald; Mr. Hanley; Ms. O'Toole; and Mr. Shea. There were no votes in opposition to the motion and no abstentions. The motion was adopted.

Chairman Feenan then presented his report. The Chairman established the committees of the Board and appointed members to each of the committees.

To the Finance & Facilities Committee, the Chairman Feenan appointed:
Mr. Paul Barbadoro, Chairperson; Ms. Eileen Bevivino-Lawton; Mr. Thomas G. Feenan; Dr. Thomas Fitzgerald; Mr. Gregory Hanley; and Mr. David McCarthy.

To the Personnel and Programs Committee, Chairman Feenan appointed:
Ms. Carolyn O'Toole, Chairperson; Ms. Barbara Clarke; Mr. William Boozang; Mr. Thomas Feenan; Rev. James Hawker; and Mr. Joseph Shea.

To the By-Laws Review Committee, Chairman Feenan appointed:
Mr. Paul Barbadoro, Esq., Chairperson; Mr. Christopher Bell; Mr. William Boozang; Ms. Barbara Clarke; and Ms. Carolyn O'Toole.

To the Labor Relations Committee, Chairman Feenan appointed:
Mr. Christopher Bell, Chairperson; Mr. Gregory Hanley; Mr. David McCarthy; and Mr. Joseph Shea.

To the Strategic Planning Committee, Chairman Feenan appointed:
Mr. Gregory Hanley, Chairperson; Mr. Paul Barbadoro; Mr. Christopher Bell; Ms. Eileen Bevivino-Lawton; Mr. Thomas Feenan; and Mr. Joseph Shea.

Next, the Chair reported on the 2016-2017 Board of Governors' calendar a copy of which was distributed to each of the members. There was discussion regarding Commencement on 26 May 2017 at 10:00 a.m.; the Nursing Pinning in June; and the date of the December 2016 meeting. The President will send to the members an amended calendar including the changes that were discussed. Next, the Chair reported that on August 10-12, 2016, the Board held its Retreat and Workshop at the Ocean Edge in Brewster. The retreat was well attended by members of the Board and Senior Staff. The Chair reported that he will address the Board Retreat and Workshop more fully at the next meeting. The Chair reported that he learned a lot at the Retreat, and that it was very worthwhile. Next, the Chair congratulated Mr. Barbadoro, Ms. Clarke, and Mr. Shea who were reappointed by the Appointing Council. The Chair stated that he was pleased that they chose to stay on the Board.

Next, the Chair called upon the President to present his report. The President began by introducing each of the Plymouth Campus faculty members and staff in attendance. The President reported on Quincy College in the news and provided handouts to each of the members showing approximately twenty positive newspaper articles addressing Quincy College. Next, the President reported on Quincy College as Best in Class. Quincy College was ranked “Best College for Adult Learners” by the Washington Monthly; was ranked “Number 1 in Salaries After Attending” by the U.S. Department of Education’s College Scorecard; was ranked as “Military Friendly” by the Victoria Media; was ranked a “Best Return on Investment” by Online College Plan; and was ranked a “Best College to Work For” by The Chronicle of Higher Education.

Next, the President recognized Dr. Kimberly Puhala, Associate Vice President for Institutional Research & Assessment, who reported to the members regarding the “Great College’s to Work For” designation and reported on the survey used by The Chronicle of Higher Education and the data compiled.

Next, the President recognized Ms. Mary Burke, Vice President for Academic & Administrative Affairs and Dean of Plymouth Campus, who reported to the members regarding the improvements to the Plymouth Campus during the summer of 2016; the growth in enrollment at the Plymouth Campus; and presented a two minute video showing the progression of the improvements.

Next, the President reported to the members on campus safety and security including the College’s recent participation in an active shooter drill with Plymouth Police, Plymouth Fire, and Brewster Ambulance. The President presented a video highlighting aspects of the active shooter drill at the Plymouth Campus. The President reported to the members that the College recently received trademark protection for the slogan “The College of The South Shore.” The President reported to the members regarding the Home Rule Petition and its progress. The President reported to the members that the College has the highest enrollment it has had in its history both in terms of headcount and credits offered. The College had an anticipated fall budget of approximately \$13,000,000, and for the first time in the history of the College, the College met its budget on the first day of classes.

The President reported to the members regarding a replacement for Ms. Aundrea Kelley, Sr. Vice President of Academic Affairs. The President announced that Ms. Mary Burke, Vice President for Academic & Administrative Affairs and Dean of Plymouth Campus, will assume the role of Sr. Vice President of Academic Affairs effective February 2017. The members and the audience applauded Ms. Burke and gave a standing ovation.

Next, the Chair called upon Mr. Bell to present the report of the Finance & Facilities Committee. Mr. Bell reported to the members that the Finance and Facilities Committee lacked a quorum at its last scheduled meeting. Mr. Bell expressed appreciation to the College staff for all the support work provided to the Finance and Facilities Committee during his term as Chair of the Committee. Mr. Bell congratulated Ms. Mary Burke on her appointment.

Next, the Chair called upon Ms. Clarke to present the report of the Personnel & Programs Committee. Ms. Clarke reported to the members that the Personnel and Programs Committee lacked a quorum at its last scheduled meeting. Ms. Clarke expressed appreciation to the College staff for all the support work provided to the Personnel and Programs Committee during her term as Chair of the Committee, and stated that it has been a wonderful experience for the past two years. Ms. Clarke also congratulated Ms. Mary Burke on her appointment.

Next, the Chair called upon Mr. Hanley to present the report of the Strategic Planning Committee. Mr. Hanley reported that the Committee is awaiting the decision of the Legislature on the College's Home Rule Petition to determine what decisions are needed. Mr. Hanley reported that the Board Retreat was a success and expressed appreciation to all of the speakers at the retreat.

Quincy College Trust Update

There was no one from the Quincy College Trust available to provide an update.

Old Business

There was no old business.

New Business

Mr. Feenan asked Mr. Thomas Pham, Vice President for Mission Support and Technology if the Board minutes can be posted on the Quincy College website. Mr. Pham reported that the President had several years ago requested that the minutes be posted on the College's website and that this has become a regular operational practice.

Also under New Business, Mr. Feenan announced the recent birth of his grandchild, Darrell Thomas, who was eight (8) pounds in weight and twenty-two (22) inches tall and that his daughter Elizabeth was fine.

At 7:40 PM, motion by Mr. Hanley to adjourn the meeting of the Board of Governors. Motion seconded by Ms. Bevivino-Lawton. There was no discussion on the motion. The following members of the Board of Governors voted in favor of the motion: Mr. Barbadoro; Mr. Bell; Ms. Bevivino-Lawton; Mr. Boozang; Ms. Clarke; Mr. Feenan; Dr. Fitzgerald; Mr. Hanley; Ms. O'Toole; and Mr. Shea. There were no votes in opposition to the motion and no abstentions. The motion was adopted and the meeting was adjourned.