

**QUINCY COLLEGE  
BOARD OF GOVERNORS**

**MEETING OF NOVEMBER 17, 2011**

**Minutes**

The meeting, held in Room 9, Plymouth Campus, 36 Cordage Park, Plymouth, Massachusetts, was called to order at 6:36 PM. The member roll was called. The following members of the Board of Governors were present at the call of the member roll: Paul Barbadoro, Esq.; Christopher Bell; Francis Byrne, Second Vice Chair of the Board of Governors; Maureen Glynn Carroll, Esq.; Frederick Doyle, Esq.; Thomas Feenan; William Grindlay, Chair of the Board of Governors. The following members of the Board of Governors were absent at the call of the member roll: William Boozang; Mary Jo Brogna, Vice Chair of the Board of Governors; Barbara Clarke; Joseph Shea; Pedro Viejo-Rodriguez.

Also present were: Peter Tsaffaras, J.D., President and Secretary of the Board of Governors; Anna Williams, J.D., Vice President for Academic Affairs; Pushap Kapoor, Vice President for Administration and Finance; Mary Scott, J.D., Vice President for Human Resources; Robert E. Baker, Jr., J.D., Assistant to the President and Assistant Secretary of the Board of Governors; Mary Burke, Dean of the Plymouth Campus; Michelle McNulty, Esq., Murphy, Lamere, and Murphy.

The Pledge of Allegiance was recited and a moment of silence observed for Russell Raposa, late adjunct instructor in music at the Plymouth Campus.

Mr. Grindlay began the "Open Forum" portion to the meeting by inviting anyone who wished to address the Board of Governors to come forward and do so. Roger White, Student Development Specialist at the Plymouth Campus, stepped forward and welcomed the Board of Governors to the Plymouth Campus. Mr. White thanked the Board, President Tsaffaras, and Dean Burke for their leadership and for the opportunity for the growth of the Plymouth Campus. After Mr. White concluded his remarks, Mr. Grindlay again invited anyone who wished to address the Board of Governors to come forward and do so. As nobody responded to this second invitation, Mr. Grindlay declared the "Open Forum" closed.

Motion by Mr. Barbadoro that the Board of Governors approve the minutes of its Annual Meeting of September 28, 2011, as presented. The motion was seconded by Ms. Carroll. 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; Mr. Byrne; Ms. Carroll; Mr. Doyle; Mr. Feenan; Mr. Grindlay. There were no votes in opposition to the motion, and no abstentions. The motion was adopted.

Mr. Grindlay then presented the Chair's report. He expressed the pleasure of the Board of Governors at being at the Plymouth Campus, and at the growth of the Plymouth Campus and the fruits of all of the hard work that went into building it. He then thanked all faculty and staff at the Plymouth Campus for all that they do.

Mr. Grindlay asked Ms. Carroll, as Chair of the Separation Committee, to call a meeting of that Committee to be held in January 2012, and invited all members of the Board of Governors to attend.

Mr. Grindlay announced that the lease for space at Presidents Place in Quincy Center was finalized on Monday, November 14, 2011, by the Board of Governors, and signed by Mayor Koch the next day. Mr. Grindlay expressed his happiness at the College's return to Quincy Center. He then thanked President Tsaffaras, Vice President Kapoor, and Matthew Tobin, Esq., of Murphy, Lamere, and Murphy for their work on the lease.

President Tsaffaras then presented his report. He stated that the move to Presidents Place was announced to the Quincy College community at a community meeting held on November 16, 2011, at 2:40 PM. He continued that the move was overwhelmingly well received by faculty and staff. The next academic year will open in a new facility. He thanked the Board of Governors for their work on the lease, as well as Mayor Koch for reviewing and approving the lease so expeditiously.

President Tsaffaras continued with an update to the members of the Board of Governors on matters pending before the Board of Registration in Nursing (BORN). He made it clear that Quincy College is in no way under investigation by BORN, but simply has been asked to provide information, with which request the College has complied.

President Tsaffaras then reported on "Author's Night" held last evening with Paul Kenney. Author's Nights will be a semi-annual event. A Thanksgiving Dinner, sponsored by Quincy College, held on November 16, 2011, was attended by 336 people (students, faculty, and staff). There recently was held a Veterans' Event, as well as a Domestic Violence Event. President Tsaffaras then reminded the members of the Board of Governors that they have been provided with a list of position vacancies, as well as with an updated Quincy College organizational chart (which is updated every month).

President Tsaffaras concluded his remarks by stating that he was very happy to be in Plymouth, cited the Plymouth Campus's outstanding leadership from Anna Williams and Mary Burke, and reminded the members of the Board of Governors of the Plymouth Campus Twentieth Anniversary Celebration to be held at Plimoth Plantation on Monday, November 21, 2011.

Next addressed were the Reports of Committees.

Mr. Byrne, Committee Chair, presented the report of the Finance and Facilities Committee. He commenced with a review of the Financial Report (please see copy, attached). Regarding the Balance Sheet, he reported that the cash balance remains strong and has grown steadily over the past fifteen (15) months. Enrollments are coming in higher than those projected for the FY 2012 budget. Regarding the Profit and Loss Statement, Mr. Byrne reported that the Finance and Facilities Committee at its meeting of November 14, 2011, was satisfied with the variances

in the Statement but, in general terms, this time of year does not generate much activity on profit and loss statements.

Mr. Byrne then addressed the proposed budget transfers 1 through 6 (please see copy, attached). He explained the details of and rationale for each proposed transfer and reported that the Finance and Facilities Committee had recommended the approval of each such transfer.

Motion by Mr. Byrne that the Board of Governors approve proposed budget transfers 1 through 6, as presented. The motion was seconded by Mr. Doyle. 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; Mr. Byrne; Ms. Carroll; Mr. Doyle; Mr. Grindlay. There were no votes in opposition to the motion. Mr. Feenan abstained. The motion was adopted.

Mr. Byrne then reported on the Finance and Facilities Committee's review of the lease for space at Presidents Place .He stated that the Committee examined the lease at its meeting of November 14, 2011, and that the Committee determined that the lease was sound legally, financially, and operationally, and that the relocation is what is best for Quincy College's students.

In the absence of Professor Deborah Stockbridge, Chair of the Quincy College Trust, the Trust's report was presented by Mr. Byrne. He stated that the Trust netted \$1,500.00 from the recent "Hats Off" event. Annual solicitation letters will be going out soon. The Trust has an approximate, current balance of \$285,000.00, of which approximately \$196,000.00 is restricted.

No matters were addressed under "Old Business".

Under "New Business", Mr. Grindlay announced a planned meeting of the Personnel and Programs Committee during the week of November 28, 2011, to include a report on the status of matters pending with the Board of Registration in Nursing and the New England Association of Schools and Colleges, as well as on the organization of the Division of Nursing.

There were no matters to be addressed in Executive Session. Therefore, no Executive Session was held.

At 7:05 PM, motion by Mr. Feenan that the meeting of the Board of Governors be adjourned. The motion was seconded by Mr. Bell. 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; Mr. Byrne; Ms. Carroll; Mr. Doyle; Mr. Feenan; Mr. Grindlay. There were no votes in opposition to the motion, and no abstentions. The motion was adopted and the meeting of the Board of Governors was adjourned.