

**QUINCY COLLEGE
BOARD OF GOVERNORS**

MEETING OF NOVEMBER 14, 2000

MINUTES

The meeting was called to order by Chair Theresa Lord-Piatelli at 6:30 PM. The Pledge of Allegiance was recited and a moment of silence observed.

At 6:31 PM, the member roll was called. Present were: Chair Theresa Lord-Piatelli; Elizabeth A. Flynn; Richard N. Hart, Jr.; Dr. Joseph S. Nicastro; Daniel G. Raymondi. Arriving shortly after the roll was called were: Thomas Fabrizio, First Vice Chair; Geraldine Lewis, Second Vice Chair; Matthew J. McDonnell; John J. McKenna, Jr.; Peter O'Neill. Absent were: John A. Farmer; Ronald J. Mariano; Reverend Michael W. Walker. Also present was President Sean L. Barry.

Chair Lord-Piatelli then called for the Open Hearing portion of the meeting to commence. The public was invited to come forward and comment on agenda items or other matters of interest. Nobody came forward and that portion of the meeting was declared closed by the Chair.

Mr. Hart moved to approve the minutes of the Board's meeting of September 11, 2000 (see copy attached). Mr. Raymondi seconded the motion. The motion was approved unanimously by voice vote and the minutes of the previous meeting were approved.

Mr. Hart moved to take the President's Report (# VI on the agenda) out of order. Mr. Raymondi seconded the motion. The motion was approved unanimously by voice vote and President Barry presented his oral report to the Board. President Barry first called upon the Vice Presidents to introduce to the Board new members of their respective staffs. Vice President Robert E. Baker, Jr., introduced Michael W. McCue, Director of Community Development. Vice President Patricia Gales introduced: Steven Dooner, Faculty; Kevin Comtois, Faculty; Thomas Meagher, Computer Lab Associate. President Barry introduced Susan Bossa, Associate Dean of Student Life, who in turn introduced Galina Lembersky, Librarian.

President Barry then reported on a conference recently attended by Vice President Baker and him in Washington, DC. The conference was presented by the Network Consortium/Workforce Development Academy, and provided an abundance of valuable information on training programs and funding/grant opportunities directed toward welfare-to-work and incumbent worker populations. President Barry expressed the College's intention to continue to research regional training needs and pursue at least one grant this academic year. He then informed the Board that Vice President Gales and the Allied Health faculty have been developing incumbent worker training for employees of local nursing homes.

President Barry informed the Board that there is a measure presently in Congress that calls for an increase in Pell funding from \$3,300.00 to \$3,800.00. He has urged the members of the Quincy College community to contact their Senators and Representatives in Congress to encourage their support of the increase. The budget process has begun and proposals from individual areas are due on Friday, November 17, 2000. Ticket sales for the 12/8/2000 Quincy College Foundation fund raising event have picked up. The event is designed to build up the Foundation's unrestricted funds. The FAST program has been restructured resulting in an larger cohort. The Springfield FAST Criminal Justice program is flourishing. Carmen Mariano has requested that his leave be extended through the current academic year. President Barry has approved that request.

The final topic on which President Barry spoke was the resignation of Blaine Yost, Vice President/CFO, effective February, 2001. President Barry supported Mr. Yost's decision and expressed his gratitude for having had the opportunity of working with Mr. Yost through the budget-building process and in correcting the problems with financial aid. President Barry then sought the Board's authorization to seek an employee to come on board quickly to work on financial matters through the transition from Mr. Yost to his successor. The President's report concluded at 6:56 PM.

Ms. Lord-Piatelli, Chair, then presented her report to the Board. In referring to Mr. Yost, Ms. Lord-Piatelli stated that Quincy College was fortunate to have had him and that significant systems improvements have occurred through his participation. She then distributed a job description relative to the CFO position and endorsed President Barry's recommendation that he hire someone to ensure a smooth transition, to work closely with President Barry and Mr. Yost so that the CFO function is uninterrupted. Mr. Raymondi was recognized and expressed his pleasure at working with Mr. Yost and lauded his significant contributions in the audit function and a timely audit process. Mr. Raymondi agreed that the College needs to find an individual to work with Mr. Yost to ensure a seamless transition. Mr. Raymondi then moved that the President be authorized to take whatever steps are necessary to ensure a seamless transition. Mr. Fabrizio seconded the motion. A roll call vote was taken on the motion. The following Governors voted in favor: Mr. Fabrizio; Ms. Flynn; Mr. Hart; Ms. Lewis; Mr. McDonnell; Mr. McKenna; Dr. Nicastro; Mr. O'Neil; Mr. Raymondi; Ms. Lord-Piatelli. No Governors voted in opposition. Mr. Hart was recognized and recommended that work get underway as soon as possible to find a replacement for Mr. Yost.

An additional new faculty member, Zanaida Ramos, arrived and was introduced to the Board by Vice President Gales.

Agenda Item # VII, Old Business, was next taken up. The first matter discussed was that of space. President Barry presented an update on the acquisition of new rental space by the College, located at Temple and Washington Streets, Quincy Center. The College's attorneys are working with the landlord's attorneys to develop a lease. Plans and an artist's rendition of the exterior of the building were shown. College Courses Incorporated's contribution of \$100,000.00 per year for three years toward the project was noted and their generosity was acknowledged. Vice President Gales, Dean Harris and Dean McAuliffe have added course sections with the goal of having the space substantially occupied by next fall. There is also a plan to renovate the third floor of Coddington Hall over the upcoming summer and move the courses that would have met there to the new space. It is anticipated that a lease will be developed by next week. Mr. Hart recommended that the Finance and Facilities Subcommittee be given the authority by the Board to approve the lease when it is developed. President Barry explained that the rent under the lease will be \$148,000.00 per year. Additional first year expenses will include classroom and office furniture. Mr. McDonnell asked the term of the lease. President Barry replied that it is to be a three year lease with a College option for an additional year.

Agenda Item # VIII was called. No new business was brought forward for consideration.

Under Agenda Item # IX, Reports of Special Committees, the first report made was by Dr. Nicastro, Chair of the Personnel and Programs Subcommittee. He stated that the Subcommittee met on November 9, 2000. As a result of deliberations at that meeting, Dr. Nicastro moved that a new position, Director, Educational Services (see attached) be approved. The motion was seconded by Mr. O'Neil. A roll call vote was taken on the motion. The following Governors voted in favor: Mr. Fabrizio; Ms. Flynn; Mr. Hart; Ms. Lewis; Mr. McDonnell; Mr. McKenna; Dr. Nicastro; Mr. O'Neil; Mr. Raymondi; Ms. Lord-Piatelli. No Governors voted in opposition.

The next report was made by Mr. Hart, Chair of the Finance and Facilities Subcommittee. He first talked about the Subcommittee's meeting of October 12, 2000, in which Mr. Snow, auditor with Deloitte Touche, reported that the audit was going well and that "accounts receivable" were in balance. The Subcommittee also endorsed the leasing of the space at Temple and Washington Streets. At its meeting of November 9, 2000, the Subcommittee again heard from Mr. Snow of Deloitte Touche. The assumption is that the Subcommittee will have the final audit report on December 12, 2000.

Mr. Hart moved that the Board of Governors delegate to the Finance and Facilities Subcommittee the authority to give final approval to the lease involving the space located at Temple and Washington Streets, Quincy Center. Mr. Raymondi seconded the motion. A roll call vote was taken on the motion. The following Governors voted in favor: Mr. Fabrizio; Ms. Flynn; Mr. Hart; Ms. Lewis; Mr. McDonnell; Mr. McKenna; Dr. Nicastro; Mr. O'Neil; Mr. Raymondi; Ms. Lord-Piatelli. No Governors voted in opposition.

Mr. Hart then moved that the Board of Governors endorse the expansion of College space by the leasing of the space at Temple and Washington Streets. Mr. Raymondi seconded the motion. The motion was approved unanimously by voice vote. Mr. Raymondi was recognized and lauded the expansion as an historic and significant moment for Quincy College. Mr. Fabrizio was recognized and spoke of the "terrific setting" of the space and that it addressed the College's space needs in a downtown location. It also gives the College a downtown signage presence. Mr. Fabrizio thanked President Barry and the Finance and Facilities Subcommittee for their work in acquiring the space. Mr. Raymondi was again recognized and spoke appreciatively of the ongoing support of Quincy College by College Courses Incorporated.

Mr. Hart moved that the Board thank College Courses Incorporated for its continued support of Quincy College and its three year commitment to the new space. Mr. Raymondi seconded the motion. The motion was approved unanimously by voice vote.

Mr. Hart moved that funds (\$20,173.00) (see attached) be transferred from the "Manager of Accounts" line to fund the new position of Director, Educational Services. Mr. O'Neil seconded the motion. A roll call vote was taken on the motion. The following Governors voted in favor: Mr. Fabrizio; Ms. Flynn; Mr. Hart; Ms. Lewis; Mr. McDonnell; Mr. McKenna; Dr. Nicastro; Mr. O'Neil; Mr. Raymondi; Ms. Lord-Piatelli. No Governors voted in opposition.

Mr. Hart moved that funds (\$30,631.00) be transferred from "Professional Staff Wages" to "Exempt Wages". Mr. Raymondi seconded the motion. A roll call vote was taken on the motion. The following Governors voted in favor: Mr. Fabrizio; Ms. Flynn; Mr. Hart; Ms. Lewis; Mr. McDonnell; Mr. McKenna; Dr. Nicastro; Mr. O'Neil; Mr. Raymondi; Ms. Lord-Piatelli. No Governors voted in opposition.

At 7:33 PM, Mr. Raymondi moved that the Board move into executive session for the purpose of discussing matters of litigation, collective bargaining, the President's contract and grievances. Mr. O'Neil seconded the motion. The following Governors voted in favor: Mr. Fabrizio; Ms. Flynn; Mr. Hart; Ms. Lewis; Mr. McDonnell; Mr. McKenna; Dr. Nicastro; Mr. O'Neil; Mr. Raymondi; Ms. Lord-Piatelli. No Governors voted in opposition. The motion having been approved, the Chair called a brief recess.

At 8:48 PM, the Board resumed public session. Mr. Raymondi moved that the President's contract, approved in executive session, be approved in public session. The motion was seconded by Ms. Flynn. The Governors unanimously approved the contract by voice vote.

At 8:49 PM, the Governors unanimously approved by voice vote a motion to adjourn. The meeting was adjourned.