

**QUINCY COLLEGE
BOARD OF GOVERNORS**

PROGRAMS COMMITTEE MEETING OCTOBER 22, 2020

Minutes

The meeting of the Quincy College Board of Governors Programs Committee was held at 5:30 p.m. at the Anselmo Library at Quincy College and remotely by Zoom video call and streamed on the Web as allowed by the State of MA Emergency Open Meeting law due to the COVID 19 crisis. The member roll was called. The following members of the Programs Committee were present at the call of the member roll: Ms. Carolyn O'Toole, Chairwoman; Ms. Eileen Bevivino-Lawton; Mr. Paul Barbadoro, Mr. Joseph Shea, and Dr. Fitzgerald. Father Hawker was absent at the call of the roll. There was a quorum.

Also present were: Mr. Richard DeCristofaro, President; SVP Servet Yatin; SVP Jennifer Luddy, Christopher Bell, VP Operations/Chief of Staff and Clerk to the Board, VP Martin Ahern, VP Thomas Pham, and Legal Counsel Jessica Cherry.

Chairwoman Carolyn O'Toole asked for a motion to accept the minutes of the May 28, 2020 committee meeting. Mr. Shea made the motion to accept the minutes as presented, seconded by Ms. Bevivino-Lawton. On the motion, Governors O'Toole, Shea, Fitzgerald, Barbadoro, and Bevivino-Lawton voted in the affirmative and the motion passed.

Chairwoman O'Toole asked for an update on the Strength and Sustainability Process being utilized as an assessment tool by the college to assess all credit and non-credit course and certificate offerings at the college.

Father Hawker joined the meeting via phone at 5:33 p.m.

President DeCristofaro gave a brief explanation of the process and requested Ms. Yatin if she could please go into further detail on the process.

Ms. Yatin suggested there has been a system in place at the college to assess programs for many years, but there is a need which President DeCristofaro has identified to assess programs at an increased capacity and more frequently to ensure we are keeping up with the needs of our students and the trends of the economy.

Ms. Luddy then gave a brief PowerPoint presentation on the process and how it works.

Brief discussion ensued on the matter.

President DeCristofaro next spoke about new opportunities which the college is exploring through workforce development, in an effort to entice the type of students in

the workforce to come to the college to train. He asked Ms. Kate Lopci the AVP of Workforce Development to give an update on her initiatives.

Ms. Lopci presented the board with a PowerPoint presentation describing current, and new programs and some of the grants she has worked on as part of her area of responsibility.

Brief discussion ensued on the matter.

Chairwoman O'Toole asked if the programs were offered on-line and if there are any new programs?

Ms. Yatin explained currently all programs are being offered on-line. In terms of new programs, she stated the college has been approached by Dunkin Donuts and Chick-Filet to collaborate on a program to assist with skills in the food industry. She introduced the Management Skills in Food Industry Certificate, and asked for the committee's consideration to allow the college to offer the program.

Chairwoman O'Toole asked how many credits and how long does it take to complete the program?

Ms. Yatin stated the program is 18 credits and can be completed in eight months.

Brief discussion ensued on the matter.

Chairwoman Carolyn O'Toole asked for a motion to approve the program. Mr. Shea made the motion to the Management in Food Industry Certificate as presented, seconded by Dr. Fitzgerald. On the motion, Governors O'Toole, Shea, Fitzgerald, Barbadoro, Hawker, and Bevivino-Lawton voted in the affirmative and the motion passed

Old Business

There was none.

New Business

At approximately 5:56 pm, Chairwoman O'Toole adjourned the meeting. There was no discussion on the matter.