

**QUINCY COLLEGE  
BOARD OF GOVERNORS**

**FINANCE AND FACILITIES COMMITTEE  
MEETING OF MAY 03, 2018  
CONTINUATION OF MEETING OF APRIL 25, 2018**

**MINUTES**

The meeting of the Finance & Facilities Committee, held in the Hart Board Room, Room 706, 7th Floor, Presidents Place, 1250 Hancock Street, Quincy, Massachusetts, was called to order at 4:04 PM by Mr. Paul Barbadoro, Finance & Facilities Committee Chair. This meeting is a continuation of the meeting of the Finance & Facilities Committee on April 25, 2018. The member roll was called. The following members of the Finance & Facilities Committee were present at the call of the member roll: Mr. Paul Barbadoro; Ms. Eileen Bevivino-Lawton; Mr. Thomas Feenan; Dr. Thomas Fitzgerald; and Mr. Gregory Hanley. At the call of the roll, there were no members absent. A quorum was present.

Also present were: Governor Christopher Bell; Peter H. Tsaffaras, J.D., President and Secretary of the Board of Governors; Dr. Mary Burke, Senior Vice President for Academic Affairs; Mr. Joseph Arangio, Senior Vice President for Administration and Finance; Tom Pham, Vice President for Mission Support & Technology; Francis Byrne, Advisor to the President; Stephen Kearney, Assistant to the President; and Mr. Martin Ahern, Director of Finance.

Chairman Barbadoro began by distributing a budget document that was developed by Governor Barbara Clarke. While Ms. Clarke and Mr. Pham worked to upload the documents to display from the overhead projector, Mr. Hanley made a motion regarding the minutes of the Finance & Facilities Committee Minutes of January 25, 2018.

Motion by Mr. Hanley that the Finance & Facilities Committee approve the minutes of its meeting of January 25, 2018, as submitted. The motion was seconded by Ms. Bevivino-Lawton. There was no discussion on the motion. The following members of the Finance & Facilities Committee voted in favor of the motion: Mr. Barbadoro; Ms. Bevivino-Lawton; Mr. Feenan; Dr. Fitzgerald; and Mr. Hanley. There were no votes in opposition to the motion and no abstentions. The motion was adopted.

Ms. Clarke with the assistance of Mr. Pham uploaded her budget document to the overhead projector. Ms. Clarke explained that the document broke down the proposed budget by the constituent groups of: Governors, Administrative, Support, Delivery, Online, and Plymouth. Ms. Clarke stated that she found it helpful in reviewing the proposed budget. Several members agreed. Chairman Barbadoro thanked Ms. Clarke and stated that the budget document she developed was helpful for the members' edification.

Next, Chair Barbadoro drew the members' attention to two handouts showing: 1) Current job openings; and 2) Unfunded positions. There were questions by the members regarding the two handouts. The members' questions were addressed by the President and administrative staff.

Next, Mr. Byrne reported to the members regarding the Executive summary page of the Proposed Budget Scenarios for Fiscal Year 2019. There was discussion among the members. President Tsaffaras reported that 68% of our students receive financial aid and about 1,600 (rough calculation) receive no financial aid at all. Chair Barbadoro inquired about the "Enrollment Contingency Reserve" shown on page 2 of the Executive Summary. President Tsaffaras explained that it is a reserve in case we don't meet enrollment.

Chair Barbadoro invited questions from the members and then invited the President to comment. The President provided an explanation of the College's costs and expenditures stating that some costs are fixed and some are fluid. The President stated that if the College runs out of money, it probably wouldn't be until Summer Session I. Chair Barbadoro asked if any positions are impacted by the different budget scenarios. The President referenced a Student Life position in Plymouth that is part-time and was being considered for full-time. Ms. Clarke asked about the current job openings and whether they are currently funded in the Budget. President Tsaffaras responded that yes the current job openings are funded in the Budget. Ms. Clarke stated that it seems like we are cutting a lot from the Nursing Division when we can least afford it.

Chair Barbadoro stated that he will do this any way the Committee members would like to, but his recommendation would be a zero percent increase. The President stated that in his opinion a tuition increase of 3.99% is what is needed to move the College forward. The members and the President discussed the impact of the various scenarios. The President suggested a 2.5% increase and an expansion of the President's authority to transfer funds from \$15,000 to \$25,000. The President stated again that a tuition increase of 3.99% is what is academically sound and is what is needed to move the College forward. Ms. Clarke asked if all of the College's commitments are covered in the 0.0% budget. Chair Barbadoro responded yes all of the College's commitments are covered in the 0.0% budget. Several members stated that they would support a 0.0% budget. President Tsaffaras asked if they would at least provide a 1.0% increase to tuition. Several members stated that they would agree to that.

Motion by Mr. Hanley that the Finance & Facilities Committee approve the Budget based on a 1.0% tuition increase and recommend approval by the Board of Governors. The motion was seconded by Ms. Bevivino-Lawton. There was discussion among the members. The following members of the Finance & Facilities Committee voted in favor of the motion: Mr. Barbadoro; Ms. Bevivino-Lawton; Mr. Feenan; Dr. Fitzgerald; and Mr. Hanley. There were no votes in opposition to the motion and no abstentions. The motion was adopted.

There was no Old Business.

There was no New Business.

At 5:20 PM, motion by Mr. Hanley to adjourn the meeting of the Finance & Facilities Committee. The motion was seconded by Ms. Bevivino-Lawton. There was no discussion on the motion. The following members of the Finance & Facilities Committee voted in favor of the motion: Mr. Barbadoro; Ms. Bevivino-Lawton; Mr. Feenan; Dr. Fitzgerald; and Mr. Hanley. There were no votes in opposition to the motion. The meeting was adjourned.