

**QUINCY COLLEGE
BOARD OF GOVERNORS
FEBRUARY 17, 2022**

Meeting Minutes

The meeting of the Quincy College Board of Governors was held in the Plymouth Campus Library located at 36 Cordage Park Circle, Plymouth, MA and on Zoom as allowed by the State of MA Emergency Open Meeting law due to the COVID 19 crisis at 6:00 pm. The member roll was called. The following members of the Board of Governors were present at the call of the member roll: Mr. Paul Barbadoro, Chairman of the Board of Governors, Ms. Eileen Bevivino-Lawton, Mr. Christopher Carroll, Ms. Dolly Di Pesa, Ms. Katherine Craven, Mr. Gregory Hanley, Mr. Frank Santoro. Absent at the call of the roll were Ms. Barbara Clarke, Dr. Thomas Fitzgerald, Mr. Robert Harnais, Father James Hawker, Ms. Carolyn O'Toole, and Mr. Joseph Shea. A quorum was present.

Also present were President Richard DeCristofaro; Jessica Cherry, Chief of Staff and General Counsel; Christopher Bell, VP of Operations; Dr. Servet Yatin, Provost; Martin Ahern, VP of Finance; Thomas Pham, VP of IT, Registrar and Mission Support; Kate Lopci, Associate Vice President; Meghan Cassidy, Associate Vice President; and Meaghan Sheehan, Clerk to the Board of Governors.

The pledge of allegiance and moment of silence were completed at the direction of Chairman Barbadoro.

Chairman Barbadoro asked if anyone had requested, or if anyone in attendance would like to speak to the board as part of the agendas open forum item, there were no requests.

Chairman Barbadoro asked if there was any discussion prior to the vote, on the meeting minutes to be approved from the Special Meetings on December 21, 2021 and January 18, 2022. There was none.

Chairman Barbadoro asked for a motion to approve the meeting minutes from the December 21, 2021 and January 18, 2022 Special meetings as presented. Mr. Carroll made a motion, seconded by Ms. Bevivino-Lawton. The following members of the Board of Governors voted in the affirmative: Mr. Paul Barbadoro, Ms. Eileen Bevivino-Lawton, Mr. Christopher Carroll, Ms. Dolly Di Pesa, Ms. Katherine Craven, Mr. Gregory Hanley, Mr. Frank Santoro. Seven members voting in the affirmative and the motion was adopted.

Chairman Barbadoro gave his report. He thanked everyone for all their hard work, especially with all of the added special meetings. He stated that this is a volunteer board and expressed his appreciation to all members. He continued he has mixed emotions about Mr. Bell leaving the College to join the Sheriff's department. He stated he and Chris joined the board at the same time, twelve years ago and through the years Chris acted as finance chair and also was instrumental when the board had a sudden vacancy in the chairman position, Mr. Bell took over and did an outstanding job. Whenever he needed something, Chris was on speed dial. He has been a great mentor, supporter of the college, and friend. He concluded that he is going to miss him, but very happy for him. He thanked Mr. Bell for all he has done for the board and college.

President DeCristofaro added that coming to the college, there were certain people he turned to and Mr. Bell was always there. He stated how appreciative he was of Chris and how much he will be missed. He wished him the very best.

Mr. Bell thanked the group, and everyone on the board and at the college. He stated he was changing jobs, but he lives down the street and not going far. He thanked his two mentors in the room, President DeCristofaro and Chairman Barbadoro, for everything they helped him learn and do. He concluded he knows the college is in the right hands and will continue to succeed.

President DeCristofaro took over for his report. He introduced Mr. Ahern to provide a budget update.

Mr. Ahern referred to a snapshot that was provided to the Board members and ran through the numbers. He stated we are slightly behind at this time but confident we will make up the gap and come in and meet budget expectations the board voted on back in September.

Chairman Barbadoro asked a question about personnel expenses that Mr. Ahern clarified.

Chairman Barbadoro asked if the enrollment decline had been pinpointed in any one area? Mr. Ahern answered that we are down in liberal arts. Mr. Pham added that enrollment is down across the board with community colleges.

President DeCristofaro introduced Dr. Yatin to provide an Academics update. Dr. Yatin began with announcing that the Bachelor of Science in Business Management had successfully launched. At this time, the college has 35 students enrolled this Spring. She added this is a tremendous achievement and that 20 of the 35 enrolled are third year students so we officially have juniors at Quincy College. Dr. Yatin stated that the program breaks even during year zero, so we are happy with these numbers, and added the majority of these students were Quincy College students, so this shows this program was needed.

Dr. Yatin added Computer Science would be the next baccalaureate program we seek, and we hope for the same initial success from our student body, then we will expand from there.

Dr. Yatin went on. The College decided that an Associates of Science in Radiologic Technology would be a tremendous addition to our offerings. This week, a program coordinator was hired to develop the program.

She continued that Articulation Agreements with multiple colleges to include Northeastern University, Fisher College, North Shore Community College, Bunker Hill Community College, Northern Essex Community College were in the works.

She concluded by letting the board know that the NECHE 5th year site visit institutional response was submitted on February 8th, and that she and the President would meet with NECHE on March 4th.

President DeCristofaro introduced Ms. Lopci to provide a Workforce Development update.

Ms. Lopci shared an article from the Old Colony Memorial about our Pharm Tech Program and how successful it is. As of today, 10 students, all from Plymouth and the South Shore have completed the program. She thanked Mr. Bell and her team for their help in getting this program up and running.

Ms. Lopci provided an update on the ESOL/HiSet enrollment number which is up to 65. She added 70% of these individuals are receiving welfare benefits and 90% were coming from the City of Quincy, with others from the South Shore towns attending online. She continued we are offering open enrollment to fill the seats required by the grant. The hope is to enroll these students in certificate programs in the Fall.

Ms. Lopci provided a grant update including approved and pending grants.

She concluded with an update on the Professional Development Online courses that began with Quincy Public schools and have now expanded to Plymouth Public Schools. Two cohorts were completed over the Summer for QPS and now we have implemented the same for Plymouth. The first cohort finished in February and there is another course running at this time.

President DeCristofaro added that we would eventually like to get in to Special Education courses as every teacher in Massachusetts needs a certain amount of credits for Special Ed. He also added that we have hired a new instructional designer to assist with this effort. The hope is to go from Quincy to Plymouth and continue to expand.

President DeCristofaro introduced Meghan Cassidy to provide an update on Student Success and Partnerships.

Ms. Cassidy stated that her department is working on enrollment and looking at ways to make sure students are having positive experiences. Advising caseloads have been determined and organized alphabetically. Her department has held some advising events and is continuing with ongoing outreach and communication including visiting First Year Seminar classes and Introduction classes to meet students face to face. Visits are taking place with an admissions staff member as well as a financial aid staff member so there is personalized outreach for each student. Tutoring is being offered both virtually and in person, with a specific focus on business courses and we continue to offer smart thinking tutoring support. Melissa Lord, Student Program and Wellness Coach has hit the ground running since July booking student programs and wellness initiatives. She has secured various guest speakers with an emphasis on mental health. A PTK Ceremony is in the works for April and we are excited to be seeing more and more students back on campus. She continued that the veteran and international populations are increasing. With the new bachelor's program, we are thrilled veteran students can apply and enroll, and International recently received recertification as well. Supporting ESL students in sequence here is becoming a college wide initiative and we are in the process for applying for approval to serve as an ESL school to issue I-20's to international students so that they can learn English here. We will be submitting approval for students to start with us in year one and continue through the bachelor's program.

Ms. Cassidy concluded by thanking everyone who supported and attended the Early College High School Symposium. She stated we received positive feedback from students and attendees. This event and showed the power of collaboration working with other districts and thinking about what else we can do for students. The desire to help students, particularly high needs students, and really put Quincy College on their radar was the goal. We had an announcement from the President at the event, to offer scholarships to students completing Early College High School and continuing to Quincy College which was very well received. We look forward to seeing some of those students at Quincy College in the Fall.

Ms. Bevivino-Lawton asked if Early College High School was just offered to the Quincy campus. Ms. Cassidy answered that currently Quincy High and North Quincy High Schools were participating in ECHS. Starting in the Fall, we will have ECHS seniors take course in Quincy. As far as exposure to Plymouth, tours and visits to the campus have been organized for the ECHS students.

Ms. Bevivino-Lawton asked if we have connected with Dr. Campbell of Plymouth Public Schools. Ms. Cassidy answered yes. She continued we have a small connection now with the Pathway Program, which Plymouth has expressed interest in. A meeting is scheduled for March 9th to go through the Early Education and Care curriculum in hopes to start that partnership.

President DeCristofaro added that he will follow up with Dr. Campbell, especially about Dual Enrollment. He listed all the schools that are participating in our Dual Enrollment program and that it really makes for a great thing for the school systems.

President DeCristofaro continued his report. He referred to a thank you letter from Quincy Community Action Programs, Inc. that was included in their packet, thanking us for our donation around the holidays, as well as a copy of an article about our Pharm Tech Program. He stressed the importance of keeping in touch with community partners as much as we can. He noted that he is on the Plymouth campus every Wednesday, and that a meeting is scheduled for the 25th to continue to talk about programs, enrollment and partners of the Plymouth campus. The more programs that we can get in Plymouth that fit in the industry needs, the better. He mentioned his participation on a MassBio panel back in January. He next referred to the February Newsletter that board members received a copy of. He added that we will also be creating smaller, program geared newsletters. There are so many things going on at the college to be shared. A meeting was held yesterday to discuss ways to boost the communication internally, and externally, Scott Pickard has been securing interviews for the President, Faculty and Staff. President noted that he spoke with Weymouth Public News earlier today about the baccalaureate program. Provost Yatin mentioned that we would be visiting NECHE on March 4th. We are looking forward to men's and women's soccer in the fall as well as Men's Ice Hockey. President listed names of high schools that they have visited lately to promote Dual Enrollment, as well as speak about other programs. Lastly, President DeCristofaro announced the 2022 Commencement Speaker – Governor Baker, who Mayor Koch helped secure for the College.

President DeCristofaro introduced Chairman Barbadoro for the Committee Reports.

For the Personnel Committee Report, Ms. Cherry was asked to provide an update. She announced that the grievance that the committee had previously met about and heard from the grievant was withdrawn.

Chairman Barbadoro gave a JVS Partnership Committee report. He stated at the meeting earlier this evening, it was decided that another committee meeting would be called next week, followed by a Special Board of Governors meeting. He asked board members to tentatively hold Thursday for both meetings.

Old Business

None

New Business

None

Chairman Barbadoro once again thanked Mr. Bell for his service and thanked everyone who presented this evening.

Ms. Bevivino-Lawton thanked everyone for coming to Plymouth.

Chairman Barbadoro made a motion to adjourn, and the meeting was adjourned at 7:14pm.