

**QUINCY COLLEGE  
BOARD OF GOVERNORS**

**PROGRAMS COMMITTEE MEETING APRIL 1, 2021**

**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; Dr. Fitzgerald; Mr. Paul Barbadoro and Mr. Santoro. There was a quorum.

Also present were: President Richard DeCristofaro, SVP Servet Yatin, Chief of Staff and VP Christopher Bell, VP Thomas Pham, Mission Support Manager Craig Rondeau, Clerk to the Board Meaghan Sheehan, Mr. Gregory Hanley and Mr. Christopher Carroll.

Chairwoman Carolyn O'Toole asked for a motion to approve the minutes of the February 18, 2021 committee meeting. Mr. Fitzgerald made the motion to accept the minutes as presented, seconded by Mr. Barbadoro. On the motion, Governors O'Toole, Bevivino-Lawton, Fitzgerald, Barbadoro and Santoro voted in the affirmative and the motion was adopted.

Chairwoman O'Toole invited Dr. Yatin to speak about the Bachelor of Science in Business Management Program.

Dr. Yatin said that it was an honor and privilege to present Quincy Colleges first baccalaureate program. She reviewed the 121-Credit Program and acknowledged the eight faculty members who have been enthusiastically working on developing courses. 14 courses have been developed over the course of 6 weeks. 6 courses at the 400 level and 8 courses at the 300 level. Once final, the Department of Higher Education will have to approve and the [New England Commission of Higher Education](#) will have to approve. Before the baccalaureate program is announced, the college will be able to offer 300 level courses. Current 200 level courses are being modified to the 300 level. The college is currently looking for an external reviewer to approve, prior to the Department of Higher Education and [New England Commission of Higher Education](#) approvals. If all goes well, by the end of November the College hopes to have approval to move forward.

Dr. Yatin asked if there were any questions.

Mr. Santoro asked if the first two years of the program align with other two year schools and if they do, can we take students from those other colleges?

Dr. Yatin responded that we will be the only community college to offer a four year program.

Mr. Hanley congratulated Dr. Servet and asked what it means for the winter session in terms of rollout.

Dr. Yatin answered that approval will come somewhere mid Fall. The Department of Higher Education will provide us with language that will protect us legally, just in case the timeline doesn't match so that we can transfer those students. We are waiting on the language, once we have it we will list on the website and communicate with students so that we can start enrolling students in the Program.

Chairwoman O'Toole asked about the external evaluation team and what they would be looking at.

Dr. Yatin explained that NECHE requires two external reviewers and a backup. The college has to provide The Department of Higher Education with names for approval, and once the review is done we send the report to the Department of Higher Education. Dr. Yatin reviewed the process and timeline. She is in the process of finding the reviewers currently.

Chairwoman O'Toole asked if there were any other questions.

Mr. Barbadoro congratulated Dr. Yatin on a job well done.

President DeCristofaro thanked Dr. Yatin and the faculty for all of their work. He thanked Dr. Yatin for the relationships she has built with Department of Higher Education and [New England Commission of Higher Education](#). He also thanked Speaker Mariano for his help in expediting this.

Chairwoman O'Toole went on to next agenda item, the Central Processing Technology Certificate Program.

Dr. Yatin reviewed the Central Processing Technology Certificate Program. This program falls within current faculty expertise. We plan to start in Fall 2021 with a cohort of 10 students.

Chairwoman O'Toole asked, come September if we no longer have the Surgical Tech certificate program. Was there a need for this program?

Dr. Yatin answered that there was a need for this certificate program. There will be one year of overlap with the Associate Degree and Certificate Program for Surg Tech.

Dr. Fitzgerald asked how this is related to Surgical Techs?

Dr. Yatin answered that a few courses are pre-requisites. Surgical Tech students have to know how to use sterile supplies.

Chairwoman O'Toole asked for a motion to recommend that the Board of Governors approve the Bachelor of Science in Business Management Program. Dr. Fitzgerald made a motion, seconded by Ms. Bevivino-Lawton. On the motion, Governors O'Toole, Bevivino-Lawton, Fitzgerald, Barbadoro and Santoro voted in the affirmative and the motion was adopted.

Chairwoman O'Toole asked for a motion to recommend that the Board of Governors approve the Central Processing Technology Certificate Program. Dr. Fitzgerald made a motion, seconded by Ms. Bevivino-Lawton. On the motion, Governors O'Toole, Bevivino-Lawton, Fitzgerald, Barbadoro, Santoro voted in the affirmative and the motion was adopted.

#### Old Business

None

#### New Business

None

At approximately 5:52 pm, Chairwoman O'Toole adjourned the meeting. There was no discussion on the matter.