

**QUINCY COLLEGE
BOARD OF GOVERNORS**

MEETING OF APRIL 30, 2020

Minutes

The meeting of the Quincy College Board of Governors, was held by teleconference 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 Board of Governors were present at the call of the member roll: Mr. Paul Barbadoro, Chairman of the Board of Governors; Ms. Mary Jo Brogna; Ms. Eileen Bevivino-Lawton; Mr. Christopher Carroll; Ms. Carolyn O'Toole; Mr. Joseph Shea, Ms. Barbara Clarke; Father James Hawker; Dr. Thomas Fitzgerald and Ms. Katherine Craven. Absent at the call of the roll was Mr. Greg Hanley. A quorum was present.

Also on the call were President Daniel Asquino, Christopher Bell, VP of Operations and Chief of Staff, and Clerk to the Board of Governors; Dr. Servet Yatin, SVP Academics; Dr. Jennifer Luddy, SVP Enrollment; Thomas Pham, VP of IT, Mission Support, and Registrar; Martin Ahern, VP of Finance; Jessica Cherry, Legal Counsel.

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

Chairman Barbadoro opened the Open Forum segment of the meeting and invited anyone who wished to address the Board of Governors to do so. There was no response to Chairman Barbadoro's invitation. Chairman Barbadoro closed the Open Forum segment of the meeting.

A motion was made by Ms. Brogna and seconded by Mr. Shea that the Board of Governors approve the minutes of the March 19, 2020 meeting as presented. The following members of the Board of Governors voted in the affirmative, Mr. Paul Barbadoro, Chairman of the Board of Governors; Ms. Mary Jo Brogna; Ms. Eileen Bevivino-Lawton; Mr. Christopher Carroll; Ms. Carolyn O'Toole; Mr. Joseph Shea, Ms. Barbara Clarke; Father James Hawker; Dr. Thomas Fitzgerald and Ms. Katherine Craven. Ten members voting in the affirmative and the motion was adopted.

Chairman Barbadoro welcome Dr. Richard DeCristofaro to the meeting and thanked him for joining the members tonight. He notified the members the committee to negotiate a contract for Dr. DeCristofaro had finalized a contract and it would be addressed later in the meeting. He also thanked President Asquino and his staff for getting out front on the crisis and for their effort over the two months and trying to maintain a sense of order at the college and keeping it operating in an efficient manner. He also thanked Bob Antonucci for his assistance in conducting the presidential search and his work to allow the college to find a permanent leader. In closing he thanked the board members for their

continued effort during the COVID-19 crisis, and for participating in all of the committee and board meetings remotely.

Chairman Barbadoro asked for the President's report.

President Asquino summarized his written President's report which all members had at their remote locations. He stated his staff's efforts have focused on COVID-19 and all the challenges it has brought forth to the college. He acknowledged and thanked all of his staff, faculty, and students for their work, patience, and understanding during this very difficult time. He stated there has been low attrition regarding students because of the incredible amount of service being performed daily by the college community. He thanked the board for their continued collaboration and assistance with keeping the college moving forward.

President Asquino then gave a summary of all operations at the college and went over his written correspondence he sent to the members prior to the meeting. He also informed the members he will be implementing a phased in return to campus for management, department heads and support staff over the next several weeks, following all the necessary guidelines to make it safe and healthy for their return.

President Asquino also gave updates on the NECHE meeting and response which will be coming soon, the first part of the Gray's report which has been slowed by the COVID-19 situation, and an update on Nursing.

President closed by saying the presidential transition has started and is going well. He looks forward to working with Dr. DeCristofaro ramps up to his start date of June 14, 2020. He asked if there were any questions on his report?

There was some brief discussion on the report.

Ms. Clarke wanted clarity on the PN in nursing cohort numbers for the fall.

President Asquino responded we will know much more in two weeks and will be reporting back to the board at the finance committee meeting in May.

Chairman Barbadoro thanked the President and asked for a report from the By-Laws committee.

Mr. Carroll gave a brief update on revisions he is working on which when completed he will share with the members. He thanked all for their comments during the process.

Chairman Barbadoro asked for a report on the FY21 budget.

Ms. Brogna summarized the committees work on development of the budget and the process which took place to get to a balanced budget. But like everywhere else after COVID-19 hit, it made the process much more difficult. She cautioned although the

CARES Act might help this year there will still be a deficit and revisions will be necessary going forward. She suggested we revisit when the deadline on May 15 comes on nursing applications with a finance meeting later in May.

President Asquino thanked Ms. Brogna and the finance committee for the work and summary of the work presented by Ms. Brogna. He gave a brief update on how he built the budget. He also said the CARES money will reduce the deficit this year but going forward it will be a different situation.

Ms. Brogna asked Mr. Ahern if he could go through the packet for the FY21 Budget.

Mr. Ahern described in some detail the budget documents attached to the meeting packet including revenues, cost savings, and projections for next year. He agreed with Ms. Brogna and the President revisions will be necessary in August and most likely the fall.

Brief discussion ensued.

Mr. Shea made a motion seconded by Dr. Fitzgerald that the Board of Governors approve the FY21 Budget as presented with a revenue amount of approximately \$23M. The following members of the Board of Governors voted in the affirmative: Mr. Paul Barbadoro, Ms. Mary Jo Brogna; Ms. Eileen Bevivino-Lawton; Mr. Christopher Carroll; Ms. Carolyn O'Toole; Mr. Joseph Shea, Ms. Barbara Clarke; Father James Hawker; Dr. Thomas Fitzgerald and Ms. Katherine Craven. Ten members voting in the affirmative and the motion was adopted.

Mr. Barbadoro asked for a report on the Presidential Search Committee.

Ms. Craven reported the committee successfully completed the search and gave a summary of the process. She thanked the committee and Bob Antonucci for the work they all put into the search. She thanked Dr. DeCristofaro and welcomed him to Quincy College.

Mr. Carroll made a motion seconded by Ms. Brogna to go into Executive Session for the purposes of discussing a contract for the new President of Quincy College. The following members of the Board of Governors voted in the affirmative: Mr. Paul Barbadoro, Ms. Mary Jo Brogna; Ms. Eileen Bevivino-Lawton; Mr. Christopher Carroll; Ms. Carolyn O'Toole; Mr. Joseph Shea, Ms. Barbara Clarke; Father James Hawker; Dr. Thomas Fitzgerald and Ms. Katherine Craven. Ten members voting in the affirmative and the motion was adopted.

EXECUTIVE SESSION

Chairman Barbadoro asked for a roll call. 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; Ms. Mary Jo Brogna; Ms. Eileen Bevivino-Lawton; Mr. Christopher Carroll;

Ms. Carolyn O'Toole; Mr. Joseph Shea, Ms. Barbara Clarke; Father James Hawker; Dr. Thomas Fitzgerald and Ms. Katherine Craven. A quorum was present.

Chairman Barbadoro gave a brief summary of the contract and the steps to ratify the contract for the new President of Quincy College Dr. Richard DeCristofaro.

The Executive was adjourned and went back into public session at 7:20PM.

Chairman Barbadoro asked for a roll call. 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; Ms. Mary Jo Brogna; Ms. Eileen Bevivino-Lawton; Mr. Christopher Carroll; Ms. Carolyn O'Toole; Mr. Joseph Shea, Ms. Barbara Clarke; Father James Hawker; Dr. Thomas Fitzgerald and Ms. Katherine Craven. A quorum was present.

Mr. Shea made a motion seconded by Mr. Carroll that the Board of Governors ratify a three-year contract effective on June 14, 2020 to endorse and employ Dr. Richard DeCristofaro as the permanent President of Quincy College. The following members of the Board of Governors voted in the affirmative: Mr. Paul Barbadoro, Ms. Mary Jo Brogna; Ms. Eileen Bevivino-Lawton; Mr. Christopher Carroll; Ms. Carolyn O'Toole; Mr. Joseph Shea, Ms. Barbara Clarke; Father James Hawker; Dr. Thomas Fitzgerald and Ms. Katherine Craven. Ten members voting in the affirmative and the motion was adopted.

Dr. DeCristofaro thanked the Board of Governors, President Asquino and his staff and faculty, and Dr. Antonucci for their assistance and guidance during the last several weeks. He finished by saying he looks forward to not only the challenges which lie ahead but the successes the college he believes will come to fruition in the coming months.

Old Business

None

New Business

At 7:35 PM Ms. Brogna made a motion to adjourn the meeting. There was no discussion on the matter and the meeting was adjourned.