

**QUINCY COLLEGE
BOARD OF GOVERNORS**

MEETING OF AUGUST 29, 2019

Minutes

The meeting of the Quincy College Board of Governors, held in the Hart Board Room, Room 706, 7th Floor, Presidents Place, 1250 Hancock Street, Quincy, Massachusetts, was called to order at 6:30 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. Mary Jo Brogna; Ms. Eileen Bevivino-Lawton (via phone); Mr. Christopher Carroll; Mr. Gregory Hanley; Father James Hawker, Dr. Thomas Fitzgerald; Mr. Joseph Shea, Ms. Barbara Clarke and Ms. Katherine Craven. Absent at the call of the roll was Ms. Carolyn O'Toole. A quorum was present

Also present were President Michael Bellotti, Dr. Gerald Koocher, Provost, Mr. SVP Jennifer Luddy, Christopher Bell Senior Advisor to the President and Clerk to the Board of Governors;, as well as other members of the College community and public.

The pledge of allegiance was recited and a prayer and moment of silence was offered.

Chairman Barbadoro called for the Open Forum portion of the meeting to begin. He invited anyone who wished to come forward and 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 Mr. Hanley and seconded by Mr. Shea that the Board of Governors approve the minutes of the meeting of June 25, 2019 as presented. The following members of the Board of Governors voted in favor of the motion: Mr. Barbadoro; Ms. Bevivino-Lawton; Ms. Brogna; Mr. Carroll; Dr. Fitzgerald, Mr. Hanley and Father Hawker and Mr. Shea. Ms. Craven and Ms. Clarke voted present. Eight members voting in the affirmative, the motion was adopted.

Chairman Barbadoro gave a brief Chairman's report and gave some dates on upcoming events. He stated he would address the board later in the meeting on another matter. He then asked Governor Craven for a Presidential Search committee report.

Ms. Craven reported the committee had just met previous to the full board meeting. She reported two community forums were scheduled, 9/19 in Quincy and 9/25, to allow for input on the president's job description from the stakeholders in the process. She identified them as Faculty, Staff, Students, Alumni, and the community at large.

Chairman Barbadoro asked Governor Brogna for the Finance and Facilities report.

Ms. Brogna because the committee just met and the majority of the board members were at the meeting gave a very brief update on the FY19 numbers and reported the unrestricted fund balance to be \$9M. She related enrollment is down for the upcoming fall semester and has requested the college be prepared for a very detailed oriented finance meeting in mid-September previous to the full board meeting.

Chairman Barbadoro then requested he be allowed to make a statement to conclude his Chairman's report.

Chairman Barbadoro stated he believed strongly the responsibility for the current budget crisis and enrollment decline is a shared by all parties responsible for the oversight of the college (Administration and Board of Governors) over the past two years. He continued by stating there was no real way to predict how impactful the loss of Nursing had on the rest of the college, the faculty, staff, and students. Because of this missed estimation everyone is responsible and charged with developing a plan to deal with the lost revenues.

Chairman Barbadoro stated he would like a completely new budget process to be developed, presented for approval by the full board, and implemented as soon as possible. To assist with this formidable task he is creating a Budget Task Force team consisting of Governors Brogna, Shea, Carroll, and Governor Craven who will chair the Task Force and work directly with the President and his budget team to form a partnership creating a fiscally responsible and manageable budget. This budget should have built in contingencies to cover decreases in enrollment and revenues. It should also be developed in coordination with data and metrics available to tie in enrollment predictors into the overall budget total for each year. Finally it should whenever possible annually deposit monies into the unrestricted fund to maintain a healthy balance and to comply with standards mandated by all of the regulatory agencies in the Massachusetts higher education network. He suggested Governor Craven and President Bellotti meet to discuss the task force and implement it immediately.

Chairman Barbadoro then requested Governor Hanley once again call for an Appointing Council as there are two vacancies on the Board of Governors. He asked that Governors Brogna, O'Toole, and Hawker work on the committee with Mr. Hanley to start the process as soon as possible.

Some brief discussion among members ensued.

President Bellotti stated there were some partnerships and programs recently developed which will eventually create some opportunities for the college to recruit new students. These included Amazon Web Services, The Mass. Hire Partnership in Plymouth, and an M.O.U. with Eversource among others. He thanked the faculty and staff for all of their hard work making these types of agreements become reality.

Dr. Koocher then gave the board an update detailing the Strategic Plan and handed out a recent draft which had been reworked by SVP Luddy who has taken over the project.

He also updated everyone on the NECHE process and upcoming site visit and asked the board to review the college's mission statement which had a minor change. Although a vote from the board is not necessary on the mission statement he suggested it would be helpful if the board recorded a vote endorsing the new mission statement for the purposes of the NECHE visit and Strategic Plan.

Governor Hawker stated the board should endorse the mission statement and Mr. Hanley made a motion to endorse the mission statement as presented. Ms. Clarke seconded the motion. The following members of the Board of Governors voted in favor of the motion: Mr. Barbadoro; Ms. Bevivino-Lawton; Ms. Brogna; Mr. Carroll; Dr. Fitzgerald, Mr. Hanley and Father Hawker, Mr. Shea., Ms. Craven, and Ms. Clarke. Ten members voting in the affirmative, the motion was adopted.

Chairman Barbadoro then thanked all members of the board for the added work they have been required to do in the committees.

Old Business

None

New Business

None

Chairman Barbadoro then asked for a motion to go into Executive Session.

At 7:15 p.m. Mr. Shea made a motion to go into Executive Session, which was seconded by Mr. Hanley. The following members of the Board of Governors voted in favor of the motion: Mr. Barbadoro; Ms. Bevivino-Lawton; Ms. Brogna; Mr. Carroll; Dr. Fitzgerald, Mr. Hanley and Father Hawker, Mr. Shea., Ms. Craven, and Ms. Clarke. Ten members voting in the affirmative, the motion was adopted.

At 7:44 the board came out of Executive Session into public session.

At 7:45 PM, Ms. Clarke made a motion to adjourn the meeting. Father Hawker seconded the motion. There was no discussion on the motion and the meeting adjourned.