

**QUINCY COLLEGE
BOARD OF GOVERNORS**

MEETING OF SEPTEMBER 25, 2019

Minutes

The meeting of the Quincy College Board of Governors, held in the Plymouth Campus Library, located at 36 Cordage Park Circle in Plymouth, Massachusetts, was called to order 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; Mr. Gregory Hanley; Dr. Thomas Fitzgerald; Ms. Carolyn O'Toole; Mr. Joseph Shea; Ms. Barbara Clarke. Absent at the call of the roll was Ms. Mary Jo Brogna, Ms. Katherine Craven and Father James Hawker. A quorum was present.

Also present were President Michael Bellotti, Dr. Gerald Koocher, Provost, SVP Ms. Jennifer Luddy, SVP Dr. Servet Yatin, and 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 Dr. Fitzgerald and seconded by Mr. Carroll that the Board of Governors approve the minutes of the meeting of August 29, 2019 as presented.

There was brief discussion amongst the members relating to the minutes. There were no edits to the minutes and on the motion the following members of the Board of Governors voted in favor of the motion: Mr. Barbadoro; Ms. Bevivino-Lawton; Mr. Carroll; Dr. Fitzgerald, Mr. Hanley, Mr. Shea, Ms. Clarke, and Ms. O'Toole. 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 also said the Presidential Search Committee Facilitator Mike Maccaro will be submitting an open forums report to the committee at the next Presidential Search committee meeting tentatively scheduled for October 17, 2019.

Chairman Barbadoro also stated a student government representative from the college, Matt Albanese has requested be part of the Board of Governors meetings to learn and add input to the proceedings. Chairman Barbadoro welcomed the opportunity to allow

Mr. Albanese to get involved and hoped to meet with him soon and expected him to be joining the board at the October meeting.

Mr. Hanley suggested he ask Mr. Albanese to take part in the appointing council currently being assembled. All agreed it would be a good idea.

Chairman Barbadoro ended his report by requesting members please respond to Donna Brugman when requested for attendance at committee and board meetings as soon as possible to ensure proper quorums are in order to hold said meetings.

Chairman Barbadoro then requested the Presidents' report.

President Bellotti introduced Plymouth Campus Director Ronald McCarthy to the board and asked he give a brief background on his experience and an update on his recruitment efforts and management of the Plymouth campus.

After Mr. McCarthy finished his presentation, President Bellotti updated the members on the effort the board and college is making to assist a student who is trying to attend Quincy College in January, but who suffered a very tragic loss of family members in his native Bahamas after Hurricane Dorian. He added he had spoken with the student recently and several other involved parties trying to assist in the matter.

Chairman Barbadoro suggested this is the perfect type of situation for assistance from the college and the Trust.

President Bellotti agreed and said discussions are ongoing with the goal to get the student enrolled in January or at the latest September.

President Bellotti continued with updates on creating better systems and enrollment pathways for students who in the past may have been left out due to fiscal and process burdens with deadlines. The college is trying to change the paradigm to allow for students to have a longer period of time to complete the fiscal and process standards allowing them to stay in college. He also updated the board on his continued efforts to work with landlords in both Plymouth and Quincy to reduce the physical plant footprint the college currently occupies, saving costs, and utilizing many factors including enrollment trends and data to identify the space necessary to operate the college on both campuses.

SVP Luddy added most similar colleges in the area and nationwide are experiencing a 6%-7% drop in enrollment this year.

President Bellotti went on to speak about a recent meeting with Ireland's Cork Institute who want to partner with Quincy College and offer scholarships to Quincy College students and create a pathway from our college to theirs in the future.

President Bellotti asked VP Tom Pham to give an update on a partnership being developed with Amazon Web Services.

VP Pham stated the college was the only community college to have struck a deal with Amazon on this program and only the second (Northeastern University) college in Massachusetts to have an agreement in place.

Chairman Barbadoro asked Ms. O'Toole and President Bellotti to have a presentation on the partnerships for the next Personnel and Programs committee being scheduled for October. All agreed.

Ms. Bevivino-Lawton regarding Amazon Web Services, suggested the college meet with Northeastern University to get insight on how their partnership and program was created and implemented.

President Bellotti agreed and concluded his report.

Chairman Barbadoro requested for Provost Koocher to give an update on NECHE compliance and any other matters related to compliance and regulatory matters for the college.

Provost Koocher gave an update on most recent BORN meeting which resulted in approval of an additional nursing cohort for next year. He also reported the NECHE report which was due on September 19, 2019 was hand delivered by SVP Luddy that day. Moving forward the evaluation team conducting the NECHE visit in November will be forwarding the schedule to the college for the visit. When received, the Board of Governors will be notified. He also suggested a copy of the NECHE report will be available to the members for the next meeting in October.

Chairman Barbadoro due to Ms. Brogna's absence then reported on the most recent Finance and Facilities committee meeting. Chairman Barbadoro stated as members are aware the board had requested the college develop a revised FY20 budget based on the lower than forecast revenue and enrollment numbers. He referred to the report in the packet which listed the cuts which have been made by the President and his staff and with the assistance of the Finance Committee. He thanked President Bellotti and staff for revising the budget in such a short time and recommended the full board pass the revised budget tonight. It is important not only from an operational standpoint to allow the president to make the necessary cuts, but also as important to show NECHE and all stakeholders both the board and administration are taking the financial decline very seriously in terms of solving the problem. He also commented the committee was very happy to see there were no personnel cost cuts as part of the revised budget.

President Bellotti stated although the revised budget has been presented there will continue to be challenges moving forward in relation to revenue and enrollment. This helps the college in the short term to be sustainable, but long term fiscal issues remain. He thanked the board and finance committee members as well as all staff and faculty for collaborating on making these necessary cuts. He also stated analysis of the fiscal crisis will continue, with solutions identified and implemented, until the fiscal stability of the college is improved.

Ms. Clarke asked several questions relating to the creation of the revised budget and discussion ensued between the Chairman and several other members of the Finance and Facility committee in response to her inquiries.

Ms. Clarke asked a few other questions related to how the new cuts were decided and for clarification and more detail on the creation of revised budget.

Several minutes of discussion ensued between members.

Chairman Barbadoro encouraged all members of the board to attend the Finance and Facilities meetings and suggested reviewing the minutes of those meetings would be helpful to all members in understanding the process which resulted in the revised budget.

President Bellotti added there is much more communication between board members and the administration happening between meetings, which has been very helpful in assisting with all issues currently being faced by the college.

Mr. Hanley stated it is very important the board and administration realize NECHE compliance is the driving factor in many decisions the board and college are making at this time and without compliance there is no college. He added he was part of the committee who is recommending the board approve the revised budget tonight and the members were highly engaged and diligent in questioning the genesis of the cuts made by the college.

Chairman Barbadoro cautioned the members and stated although I appreciate all of the questions surrounding the matter before us, the committees are charged with vetting the different matters for the whole board. Unfortunately, it is difficult to recreate the committee meetings for the full board. He also stated many of the cuts are made when class schedules and enrollment figures are finalized, sections eliminated, and use of adjunct professors reduced.

Ms. Bevivino-Lawton thanked the committee and administration for providing a great breakdown and explanation of the revised budget.

Ms. Clarke requested the Plymouth Campus budget breakdown by line item.

VP Ahearn responded he would speak with her after the meeting on all of her questions and send any information directly to her she requests.

President Bellotti agreed for the need of new and clearer budget documents and encouraged the board members to contact him or Chris Bell who is the board's main college contact for any and all matters related to business before the board.

Several more minutes of discussion ensued.

Ms. O'Toole stated it is impossible for the administration to create documentation specific to 11 board member's needs. Between our finance committee and the administration necessary information on this and other matters before this board has been transparent and informational. I agree with Chairman Barbadoro and other members of the board it is necessary we move to approve this revised budget.

Ms. O'Toole then made a motion to approve the FY20 Revised Budget as presented. The motion was seconded by Mr. Hanley. On the motion the following members of the Board of Governors voted in favor of the motion: Mr. Barbadoro; Ms. Bevivino-Lawton; Mr. Carroll; Dr. Fitzgerald, Mr. Hanley, Mr. Shea, Ms. Clarke, and Ms. O'Toole. Eight members voting in the affirmative, the motion was adopted.

Governor Clarke requested timely dissemination of information coming out of committee's prior to board meetings is appreciated.

Chairman Barbadoro responded it is being done as quickly as possible but we must be cognizant to not violate the Open Meeting Law even on group emails. He also reminded there is the BOG portal and website which contains relevant board information.

Mr. Hanley then gave a brief update on the Appointing Committee.

Chairman Barbadoro requested Mr. Carroll schedule a by-laws committee meeting and asked members to review the by-laws and send any suggested changes to Mr. Carroll.

Ms. Clarke added she would be scheduling a compliance committee meeting soon.

Old Business

None

New Business

None

Chairman Barbadoro then asked for a motion adjourn.

At 7:55 PM, Mr. Hanley made a motion to adjourn the meeting. There was no discussion on the motion and the meeting adjourned.