

**QUINCY COLLEGE
BOARD OF GOVERNORS**

MEETING OF FEBRUARY 6, 2020

Minutes

The meeting of the Quincy College Board of Governors, was held in the Hart Board Room, 4th Floor, Presidents Place, 1250 Hancock Street, Quincy, 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. Mary Jo Brogna; Ms. Eileen Bevivino-Lawton (via phone); Mr. Christopher Carroll; Mr. Greg Hanley; Father James Hawker; Ms. Carolyn O'Toole; and Dr. Thomas Fitzgerald. Absent at the call of the roll was Mr. Joseph Shea, Ms. Barbara Clarke; and Ms. Katherine Craven. A quorum was present

Also present were President Daniel Asquino, SVP Jennifer Luddy, SVP Servet Yatin, VP Martin Ahern, Christopher Bell VP of Operations and Chief of Staff, 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 Dr. Fitzgerald that the Board of Governors approve the minutes of the December 19, 2019 meeting as presented. The following members of the Board of Governors voted in favor of the motion: Mr. Paul Barbadoro, Ms. Mary Jo Brogna; Ms. Eileen Bevivino-Lawton (via phone); Mr. Christopher Carroll; Mr. Greg Hanley; Father James Hawker; Ms. Carolyn O'Toole and Dr. Thomas Fitzgerald. Eight members voting in the affirmative, and the motion was adopted.

Chairman Barbadoro asked for the President's report.

President Asquino asked Mr. Bell to distribute the Academic Calendar for FY 2021 to the board members. He also thanked Dr. Yatin and her team in compiling the data for the calendar. President asked the board if they had any questions related to the written report he had sent them on February 4, 2020. He explained it was his practice in the past to do so giving the board an update previous to the meeting, and suggested he would continue to do so going forward unless the members objected.

There was some brief discussion on the report. No one objected to the President continuing the practice moving forward.

President Asquino notified the board he attended a graduation of a certificate program for IT Fundamentals which was a partnership between the college and the Quincy Community Action Program. He was impressed by the diversity of the recipients and their achievement in passing a very difficult course. At the ceremony, he offered them a course going forward in an effort to retain them for future classes.

Chairman Barbadoro then requested a report on Finance.

Ms. Brogna reported she held a recent finance committee meeting and asked the President for an update on FY20 in terms of revenue and the deficit.

President Asquino stated the college is tracking at the \$1.8M deficit which was anticipated when the budget was developed, stating the fall enrollment was on target. He was not as pleased with the current spring numbers and said allot will depend on late starts and summer 1.

President Asquino continued by stating he is currently developing a balanced budget for FY21. He stated it is going to be a painful process and there will be possible retrenchment to balance the budget. He added it is not feasible to operate the college at a deficit.

Ms. Brogna reported on the finance committee meeting and asked if there were any questions regarding the tracking reports. She also reiterated her concern regarding the fees budget being unrealistic for this year and thanked the president for incorporating enrollment metrics in developing next year's fee structure as the budget process moves along. She asked for an update on the Gray Associates project.

President Asquino stated Gray Associates services were being finalized by the city in terms of the contract and a working group session with 40 staff members is scheduled for early March. He is hoping for a report back in late winter or early spring. He added he will push them on getting it done as soon as possible because it will help not only in the marketing strategy but most importantly in budgeting and ensuring the college is only offering the very best and most useful programs to students in its service area. This will include detailed analysis of all programs at both campuses with recommendations to the board at the end of the process.

Some brief discussion ensued on the matter.

Chairman Barbadoro explained that both the upcoming NECHE report and the Gray Associates report while coming before the board for approval, the recommendations made in the reports to college administration, are not under the purview of the board to implement. Responsibility for implementation is up to the President and staff to utilize the recommendations given to move the college forward. He also stated the President's report spoken of earlier at this meeting is available for anyone who requests it.

Chairman Barbadoro requested a report on Personnel and Programs.

Ms. O'Toole reported the committee met recently to go over the current nursing numbers, the application process for FY21 and the applications in progress.

Ms. O'Toole stated it is very important the staff and faculty work very closely during this semester and after to ensure the PN students are completely ready to succeed when they take the boards later this year. This will be the first true indicator from an independent test to measure the program.

Brief discussion ensued.

Chairman Barbadoro thanked Ms. O'Toole and gave an update on the Presidential Search committee. He directed Mr. Bell to request Donna Brugman seek a quorum for a meeting of the committee on February 19th, 2020 at 6PM.

Chairman Barbadoro requested an update from Mr. Hanley on an Appointing Council for two vacant board seats.

Mr. Hanley stated he will work with Donna Brugman on scheduling a meeting with the Appointing Council overseeing nominations.

Chairman Barbadoro asked Mr. Carroll to schedule a by-laws committee meeting.

Mr. Carroll agreed.

Old Business

None

New Business

Father Hawker suggested the board send out congratulatory letters when appropriate to Quincy College community staff, faculty, or supporters for their efforts.

Chairman Barbadoro suggested Mr. Bell would be more than happy to do so.

At 6:27 PM Mr. Hanley made a motion to adjourn the meeting. There was no discussion on the matter and the meeting was adjourned.