

**QUINCY COLLEGE
BOARD OF GOVERNORS
MAY 29, 2024**

The Meeting of the Quincy College Board of Governors was held on **Wednesday, May 29th, at 4:00 p.m.** in the 7th Floor Conference Room at Quincy College, and by Zoom as allowed by the State of MA Emergency Open Meeting law due to the COVID 19 crisis. The member roll was called at 6:00. The following members of the Board were present: Chairman Greg Hanley, Governor Christopher Carroll, Governor Frank Santoro, Governor Dorothy DiPesa, Governor Philip Chong, Governor Robert Harnais, Governor DJ MacKinnon, Governor Thomas Fitzgerald, Governor Eileen Lawton. With nine members being present, there was a quorum.

Also present: President Richard DeCristofaro
General Counsel, Jessica Cherry
Provost, Servet Yatin (*Not Present for Executive Session*)
VP of Finance, Martin Ahern
VP of Technology, Mission Support & Registrar, Tom Pham (*Not Present for Executive Session*)
VP of WFD and Community Engagement, Kate Lopci (*Not Present for Executive Session*)
VP of Student Success Meghan Giovannoni (*Not Present for Executive Session*)
VP of HR Elizabeth LaForest (*Not Present for Executive Session*)
Dean of NHS & Director of QC Boston Karen Manning (*Not Present for Executive Session*)
City of Quincy Strategic Asset Manager, Enrico “Rick” Coscia (*Not Present for Executive Session*)
City of Quincy Chief Financial Officer, Eric Mason (*Not Present for Executive Session*)
Information Systems Manager, Allen Mo
Executive Assistant to the President and General Counsel, Julia Hultin
Member of the Public Deborah Riley (*Not Present for Executive Session*)

Role Call was conducted.

The Pledge of Allegiance was recited, and a moment of silence was held for Personal Intentions

Governor Hanley asked if anyone would like to speak to the Board as part of the open forum agenda item. There were no requests.

OLD BUSINESS

- Approval of previous meeting minutes.
 - A motion was made to approve the minutes from the March 7, 2024 meeting.
 - Motion was seconded
 - Board voted unanimously in the affirmative and the minutes were approved.

NEW BUSINESS:

Chairman’s Report

- Governor Hanley thanked the team for the most recent pinning ceremonies and Commencement.
- Spoke about Adams Presidential Gala

- Discussed Board turnover and Governors who will be departing the Board at the end of FY24
 - Nominating Committee
 - Chairman Hanley requested to start the nominating process for the new Chairman and 1 representative from Plymouth and 2 from Quincy
- Add AGB Partnership to the Educational Professional Development line to budget in order to have training and professional development for board members.
- Chairman Hanley made the motion to move into Executive Session. The board voted unanimously in the affirmative and the Board moved into Executive Session.
 - Chairman Hanley entertained a motion to exit Executive Session
 - Motion made by Governor Santoro
 - Seconded by Governor Carroll.
 - The Board voted unanimously in the affirmative and Executive Session ended.

President's Report

- **College Updates**
 - President DeCristofaro offered thanks to the team
 - President DeCristofaro provided dates for remaining FY 23-24 BOG meetings
- **Draft 2024/2025 Budget Presentation**
 - President DeCristofaro walked through summary and administrative/operational slides of the 2024-2025 Budget Presentation
 - Walked through Budget Priorities and Total Academic Expenditure
 - Mentioned tuition and fee increase (excluding select programs)
 - VP Ahern walked through components of the budget:
 - JVS
 - Academic Credit History
 - College Budget to Actual
 - Budgeted Revenues FY25
 - Mr. Coscia weighed in on investment strategies and assets.
 - FY 25 Budget Summary
 - Major Components
 - Academic Faculty
 - Academic Support
 - Non-Academic Support
 - Academic Expenses
 - Non-Academic Expenses
 - 2024-2025 Capital Expenditure Budget
 - Cyber Security
 - VP Pham provided more detail to the proposed cyber security enhancements
 - During FY 23-24 a pilot was run and we will be moving forward for this for FY 24-25
 - Jenzebar Advising/Retention Initiative
 - VP Ahern walked through FY25 Expenditure
 - CARES ACT II Funding for FY24-25 Budget
 - Walked through expenditures by initiative for years 1-3.
 - Provided planned expenditures by initiatives for year 4.
 - President discussed Fidelity grant to build out Saville Healthcare Center proposal
 - CARES ACT III

- Walked through utilization of institutional funds years 1-3
 - Provided proposed utilization of institutional funds for year 4
- **President's Updates**
- President reviewed challenges and opportunities
 - State grant status
 - Competition with other schools in the area
 - Market for Nursing Program
 - Creating key programs
 - Marketing
 - Improving technology
 - Reviewing infrastructure
 - Challenge of program caps
 - Possibility to add evening and weekend programs
 - Increasing the number of female students and athletes
 - Quincy College Foundation-challenge
 - Branding
 - Being out there in the community with College events
- Walked through Program highlights from VP Giovannoni, VP Lopci, Provost Yatin.
 - PTK Induction Ceremony held on April 24th
 - Quincy College Tutors updates
 - Student Events- Guest Speaker: author and historian Linda Combs
 - Partnership Program Updates
- Quincy College Early College High School Pathways Programs
 - concluding its third full year with 240 students enrolled. We will be increasing this enrollment next year as we are adding Grade 9 to the ECHS Pathway.
- Quincy College ECHS Summer Academy
 - Beginning July 8th. Three new courses (Website Design, Introduction to Programming, and Nutrition). Currently we have over 220 students registered for the summer program, exceeding last year's enrollment by more than 40 students.
- Dual Enrollment
 - Increase in the number of dual enrollment courses and high school partners. New high school partners: Duxbury High School, Scituate High School, and The Woodward School. Next year, we are excited to add Abington High School as a new partner. 529 students participated in dual enrollment this year, resulting in 1,849 credits for Quincy College.
- Accelerated Associate Degree Pathway Program
 - This program will target high need, high achieving students entering Grade 9 this fall. The purpose of this program is to provide students with the opportunity to earn an Associate Degree in General Studies with Quincy College while they complete their high school diploma requirements. The goal is to enroll 30 students in this program beginning in January.
- LEAP
 - Wrapping up its second year with a LEAP Celebration at the College this week. We will be recognizing fifteen intellectually impaired students for their participation in this program and their commitment to continuing their studies and work in the community.
- Academic Advising

- Continues to support our academically at-risk students, specifically those on academic warning, academic probation, and academic suspension. Through intentional benchmarks and resource implementation, advisors can better support our academically at-risk students who do show improvement after meeting with an academic advisor.
- DESE ABE/ESOL
 - There are 120 students attending classes, each day. Due to an increase in the number of the ESOL students the WD received an 25% increase in funding, which now the grant total for FY 25 will be \$455,890.
- CCAMPIS
 - This academic year we enrolled 15 students which all of them together had a GPA of 3.4, 7 students graduated this spring semester. Students were enrolled in the Nursing, Business Management, Health and Science, and Substance Addiction programs.
- WFD
 - Secured two contracts funded through the Masshire Career Center - New Bedford, the award amount is \$170,000 which will cover students' tuition cost and the program needs. We will enroll 20 students in the EMT program (both Quincy and Plymouth campus) and 50 students in the C.N.A program (Quincy and Plymouth campus)
- Grants
 - We received a grant award through the Commonwealth Corporation - the total grant award is \$500,000. QC will be working with QARI- Governor Chong to enroll students in its new Food Management training noncredit program. This will be a new training program under the WD department
 - Fidelity Foundation - we submitted a capacity grant proposal for a total of \$1.7 Million, that will support building a new Allied HealthCare facility.
- Regulatory Updates
 - BORN (Nursing) Full Approval received.
 - NECHE 5-Year Interim Report and site-visit: Long lingering 11 NOC went down to 3
 - NECHE Progress Report: 3 NOC went down to 1 in Fall 24
 - DHE Approvals received for the 3 baccalaureate programs after the successful reports and External Reviewer Evaluations.
 - CAPTE (Physical Therapist Assistant) 10 Year reaccreditation
 - Substantive Changes:
 - BS in Business Management
 - BS in Computer Science
 - BS in Psychology
 - General Approval of Remote Education
 - Additional Educational Site (122 Arlington St.)
 - JRCERT (Radiologic Technology) accreditation preapproval report in progress
 - NECHE 10-Year Report and Site Visit (preparation have started)
- Programming and Enrollment
 - AS in Fire Science Technology (Rolled out for Fall 24)

- EMT & Paramedic
 - Enrolling on both Plymouth and Quincy campuses (122 Arlington St. upcoming)
 - EMT: 299 students in last 4 years with 70 students this year
 - A cohort of 11 for Quincy Fire Department employees ran in Spring 24
 - Paramedic: 125 students in last 4 years with 36 students this year
- PTA Quincy Cohort application to CAPTE (Expecting approval on May 31st)
- PN to ASN (in progress for January 2025 rollout)
- RN to BSN (work started for Fall 25 roll out)
- Dental Hygiene (feasibility study ongoing and favorable)
- Teaching/Learning Effectiveness
 - Over 200 courses developed and/or revised in the last 2 years.
 - Over 20 programs were developed and/or revised in the last 2 years.
- President showed a video with college updates.

The meeting was adjourned.