

**QUINCY COLLEGE  
BOARD OF GOVERNORS**

**COMPLIANCE COMMITTEE MEETING MAY 21, 2019**

**Minutes**

The meeting of the Quincy College Board of Governors Compliance Committee meeting, held in the Hart Board Room, Room 706, 7th Floor, Presidents Place, 1250 Hancock Street, Quincy, Massachusetts, was called to order at 5:40 PM. The member roll was called. The following members of the Compliance Committee were present at the call of the member roll: Ms. Barbara Clarke, Chair of the Compliance Committee; Mr. Paul Barbadoro; Dr. Thomas Fitzgerald; and Ms. Mary Jo Brogna. Absent at the call of the committee roll was Mr. Chris Carroll, Mr. Joseph Shea and Mr. Greg Hanley.

Also, present Mr. Michael Bellotti, President, Provost and VP Gerry Koocher, Mr. Christopher Bell, Senior Advisor to the President and Acting Clerk to the Board, and Ms. Avanti Seymour, AVP of Institutional Research.

Chairwoman Clarke asked for a motion to accept the minutes of the previous Compliance Committee meeting held on March 18, 2019. Governor Barbadoro made a motion to accept the minutes, seconded by Governor Fitzgerald. Chairwoman Clarke asked for a roll call on the motion. On the motion Governor's Clarke, Barbadoro, Brogna, and Fitzgerald voted in the affirmative and the motion was adopted.

Chairwoman Clarke requested information from President Bellotti for an update on the ongoing Nursing application process. President requested Dr. Koocher update the members of the committee.

Dr. Koocher reported there had been a large increase in the total number of applications in the past week. For both cohorts the applications received is now at 246. There are 150 of those still being processed. He is hoping to reach a full cohort in both programs but cautioned it will take more time until it is known for sure what the final numbers are.

Governor Brogna stated while it is good news the applications are increasing we need to be diligent on the actual accepted applications versus the cost of running the programs. She requested an excel spreadsheet be created and copied to the Finance meeting on the demographics of all applicants who have been accepted and all those which are still in the process. It should include all demographics on each applicant age, town, high school, etc.

President Bellotti agreed and stated the information requested will be available at the next Finance Committee meeting.

Governor Brogna asked for an update on the clinical placement situation for the students.

Dr. Koocher responded clinical agreements are in place but will be on the 3pm-11pm shift due to the nature of the college's receiving approval for a new program in mid-March.

President Bellotti stated he is considering keeping open the application process on a rolling basis until the cohorts are full.

Discussion ensued.

Chairwoman Clarke asked for update on NECHE visit coming in the late fall.

President Bellotti described the visit and welcomed board input regarding the visit.

Dr. Koocher added he is working on a draft of the Strategic Plan, which he would like to get to the board for the next full board meeting.

Governor Carroll arrives at 6:50 pm.

Chairwoman Clarke requested information on the next item on the agenda, which was Early Childhood and Physical Therapy Assistant executive summaries.

Dean Dennis Burke spoke about both programs with members and answered questions.

After several minutes of questions and answers, Chairwoman Clarke asked for additional information for the PTA's 2018 graduate's low pass rates on licensure reported in the PTA Advisory Board Meeting Minutes class, May 3, 2019. Dean Koocher provided details and described mitigation steps being deployed as well as ongoing efforts to assure future passing licensure rates above accreditation goal of 80%

Governor Brogna asked if an analysis of the PTA program regarding test scores over the past three years, ability if any to increase the cohort and the cost and risk associated with doing so could be done.

President Bellotti stated a full analysis and assessment of the program will be done and reported back to the board.

Chairwoman Clarke asked to compare the 2017 and 2018 PTA cohorts and find out why scores were so different.

President Bellotti agreed.

Governor Clarke asked Chris Bell for an update on Board of Governor Executive Summary request which was given. Brief discussion ensued and it was reiterated that special Executive Summary requests should originate with Committee Chairs per Committee requests and/or be raised to and approved by Board Chairman Barbadoro.

## Old Business

There was none

## New Business

Governor Barbadoro asked to make some comments regarding the direction of the board. After the full board meeting on June 6, he would like to focus all board meetings and all committee work on the upcoming NECHE visit, the Presidential Search process, and the Strategic Plan. He stated these are the most important college wide priorities right now other than increasing enrollment. NECHE is requesting the board's involvement through the process and he wants to ensure we are compliant. To that end, he stated the following as action items from tonight's meeting and asked they be recorded as part of the minutes:

With regard to the Compliance Committee:

- Create a Nursing Applicants demographics report in an excel spreadsheet format for the next Finance Committee meeting scheduled for May 30, 2019.
- Requested a Physical Therapy Assistant analysis and assessment by Dr. Koocher and his team.

With regard to all other Board of Governor matters:

- Appointed Chris Carroll as the Vice-Chairman of the Presidential Search Committee and requested the committee meet two or three times by the end of June to identify the process to be submitted to NECHE.
- Governor Barbadoro also requested Donna Brugman reach out to him for scheduling a full board meeting in late June with NECHE visit, Strategic Plan, and Presidential Search Committee as the only agenda items.
- Standardize templates for all Board of Governor *publications in terms of committee assignments* in any printed or electronic listings college wide.

There was no further discussion.

At 6:35 p.m. the meeting was adjourned.