

**QUINCY COLLEGE
BOARD OF GOVERNORS**

MEETING OF DECEMBER 12, 2007

Minutes

The meeting was called to order at 6:37 PM. The member roll was called. The following members of the Board of Governors were present at the call of the member roll: Mark Bertman; Jo-Ann Bragg; Mary Jo Brogna; Edward Browne; Francis Byrne; David Dennis, Vice Chair; Thomas Feenan; Jerrell Riggins, Second Vice Chair; Pedro Viejo-Rodriguez; Peter Tsaffaras, Esq., Chair. Absent at the call of the member roll were: Joanne Condon-Walsh; William Grindlay; Richard Nici. Ten members being present at the call of the roll, there was a quorum.

Also present were: Martha Sue Harris, President and Secretary of the Board of Governors; Pushap Kapoor, Vice President for Administration and Finance; Krishan Gupta, Senior Director, Accounts and Finance; Robert E. Baker, Jr., Esq., Dean of Business and Public Service Programs and Clerk of the Board of Governors.

The Pledge of Allegiance was recited and a moment of silence was observed.

Mr. Tsaffaras called for the Open Forum portion of the meeting to begin. Paul Phillips, President of the Quincy Education Association, handed out a statement (please see copy, attached) and read from it. Mr. Tsaffaras informed Mr. Phillips that five minutes typically were allotted for Open Forum presentations, and that his comments would be forwarded to the appropriate Subcommittee.

Mr. Tsaffaras then said that NEASC was quite clear on the College's current governance structure, as they have been in the past, and any action taken by the Board will be directed to maintaining the academic viability of Quincy College.

Professor Joan McAuliffe then addressed the Board. She pointed out that there are many different opinions within the faculty. She stated that her and others' concerns are about pensions and benefits, but not necessarily about separation itself.

As nobody else came forward to address the Board, despite several invitations to do so, Mr. Tsaffaras declared the Open Forum to be closed.

Motion by Ms. Bragg that the minutes of the Board of Governors' meeting of November 14, 2007, be approved. The motion was seconded by Mr. Byrne. There was no discussion on the motion. The following members of the Board of Governors voted in favor of the motion: Mr. Bertman; Ms. Bragg; Ms. Brogna; Mr. Browne; Mr. Byrne; Mr. Dennis; Mr. Feenan; Mr. Riggins; Mr. Viejo-Rodriguez; Mr. Tsaffaras. There were no votes in opposition to the motion, and no abstentions. The motion was adopted.

Mr. Tsaffaras deferred the report of the Chair.

President Harris then presented the President's Report. She provided an update on the status of Newport Hall, including the Library. Temple Hall will no longer be used upon the expiration of its lease. The great majority of Liberal Arts and Business and Public Service courses will be held at Newport for the spring semester. A cascading schedule has been developed for the spring, and a shuttle service will be continued. Students appear comfortable and happy at Newport. Human

Resources has taken over the payroll function with great efficiency. CAAHEP has granted full accreditation to the Surgical Technology Program.

In the absence of Ms. Condon-Walsh, Mr. Dennis presented the report of the Finance and Facilities Subcommittee meeting of December 7, 2007. Topics discussed included the Business Office and science labs. Mr. Dennis called upon Mr. Kapoor to present a report on the Business Office (please see copy, attached). He described the ongoing concern as being the validity of data, and asked Board members to read the report and E-mail comments to him. Mr. Kapoor cited as an important step the hiring of a Senior Director of Accounts and Finance, Krishan Gupta, who was introduced to the Board. Mr. Kapoor also cited as a problem a reliance on numbers provided by City Hall, and attributed this to a lackadaisical attitude or an "I don't care" feeling in the Business Office. Mr. Kapoor said that he is pretty sure that he will be able to present real numbers in February or March.

Ms. Bragg addressed page 3 of the report, "Issues", and asked if Mr. Kapoor had asked City Hall for bank statements. He replied that he had met with the Treasurer in July and was promised copies of statements but has not received them. Mr. Gupta met with the Treasurer last week and again was promised the statements. Mr. Gupta reported that he expects to receive the statements on December 13, 2007, and he will inform Mr. Kapoor if that does not happen.

Mr. Gupta was asked to produce a profit and loss statement. Revenues reflect real numbers (please see statement of revenues and expenses). Mr. Byrne asked that there be an indication on the Fund balance of those items to be capitalized.

Mr. Kapoor then presented an Enrollment Report (please see copy, attached).

Mr. Kapoor then introduced Greg Narleski, Director of Student Affairs.

Finally, Mr. Kapoor reported that during this spring, Quincy College may have commercials on Comcast in Quincy and South Boston.

President Harris explained the purpose of the proposed transfer of \$250,000.00 from the Fund Balance to the line "Separation from the City".

Motion by Mr. Bertman to transfer \$250,000 from the Fund Balance to the line "Separation from the City". The motion was seconded by Mr. Byrne. Ms. Bragg asked for more information on the purpose of the transfer, and how it will be spent, wishing that a report be made to the Board on these concerns. Mr. Tsaffaras explained that this is merely a transfer to establish a budget line. If an expenditure is proposed, such as on personnel, it will be presented to the Board for consideration and review. It is Mr. Tsaffaras' intent to have this occur before any expenditure actually is made.

A vote then was taken on Mr. Bertman's motion to transfer \$250,000 from the Fund Balance to the line "Separation from the City". The following members of the Board of Governors voted in favor of the motion: Mr. Bertman; Ms. Bragg; Ms. Brogna; Mr. Browne; Mr. Byrne; Mr. Dennis; Mr. Feenan; Mr. Riggins; Mr. Viejo-Rodriguez; Mr. Tsaffaras. There were no votes in opposition to the motion, and no abstentions. The motion was adopted.

Ms. Bragg departed at 7:16 PM.

Mr. Bertman presented a report on the Quincy College Trust. He stated that the Trust has mailed 1,800 solicitations. He will report in January on the results of the solicitation. The papers to dissolve the Foundation were filed yesterday.

Mr. Riggins departed at 7:18 PM.

There were no matters addressed under “Old Business”.

Under “New Business”, President Harris presented Assistant Dean of Science Susan Paris’ request to attend a conference in San Diego, CA, from February 20, 2008 – February 23, 2008. Funds are available in “Professional Development” for this purpose.

Motion by Mr. Feenan to approve Assistant Dean Paris’s request to attend a conference in San Diego from February 20, 2008 – February 23, 2008. The motion was seconded by Mr. Browne. There was no discussion on the motion. The following members of the Board of Governors voted in favor of the motion: Mr. Bertman; Ms. Brogna; Mr. Browne; Mr. Byrne; Mr. Dennis; Mr. Feenan; Mr. Viejo-Rodriguez; Mr. Tsaffaras. There were no votes in opposition to the motion, and no abstentions. The motion was adopted.

At 7:21 PM, motion by Mr. Tsaffaras that the Board of Governors enter into Executive Session for the purpose of discussing contract negotiations, and not to return to open and public session. The motion was seconded by Mr. Feenan. There was no discussion on the motion. The following members of the Board of Governors voted in favor of the motion: Mr. Bertman; Ms. Brogna; Mr. Browne; Mr. Byrne; Mr. Dennis; Mr. Feenan; Mr. Viejo-Rodriguez; Mr. Tsaffaras. There were no votes in opposition to the motion, and no abstentions. The motion was adopted.

Open and public session ended in anticipation of the convening of Executive Session.