

**QUINCY COLLEGE
BOARD OF GOVERNORS**

MEETING OF JUNE 17, 2003

MINUTES

The meeting was called to order at 6:15 PM. The Pledge of Allegiance was recited and a moment of silence was observed in memory of the Eddy family, and for President Barry's health.

The member roll was then called. The following members of the Board of Governors were present: Barbara A. Cannon; John A. Farmer; William S. Grindlay; Reverend William C. Harding; Geraldine J. Lewis, First Vice Chair; Dr. Joseph S. Nicastro; Peter O'Neill, Esq.; Daniel G. Raymondi, Esq. Absent were: Simon Chan; Elizabeth A. Flynn; Richard A. Nici, II; Charles T. Sweeny; Theresa M. Lord-Piatelli, Esq., Chair.

Also present were: Thomas A. DeSantes, Vice President for Enrollment Management; Patricia A. Gales, Vice President for Educational Services; Christopher Harrington; Esq., Vice President/CFO; Robert E. Baker, Jr., Esq., Vice President for Administration; Stephen McGrath, Esq., Executive Assistant to the President/In House Counsel; Michelle McNulty, Esq., attorney for the Board of Governors.

Geraldine J. Lewis, First Vice Chair, presided. Mr. Raymondi announced that President Barry had been hospitalized at the Massachusetts General Hospital.

The Open Forum portion of the meeting was called by Ms. Lewis. Mary Beth Pepin, Chair of the Practical Nurse program, was recognized and spoke in advocacy of the request for an additional full-time faculty member for the Program as a means of maintaining the quality and integrity of the Program. As nobody else came forward to address the Board, the Open Forum portion of the meeting was declared closed.

Mr. Farmer moved that the minutes of the Board of Governors' meeting of May 27, 2003, be approved. Ms. Cannon seconded the motion. The following members of the Board of Governors voted in favor of the motion: Ms. Cannon; Mr. Farmer; Mr. Grindlay; Reverend Harding; Dr. Nicastro; Mr. O'Neill; Mr. Raymondi; Ms. Lewis. No members voted in opposition or abstained.

In President Barry's absence, Mr. Raymondi spoke on matters relevant to the President's Report. Mr. Raymondi discussed the ongoing problem of bills not being paid by City Hall, including lack of timely payment of employee expense reimbursement. Mr. Harrington was called upon to provide additional information. He stated that yesterday he had submitted to the Mayor a memo (please see attached copy) on this issue. Ms. Cannon asked if there was anything that the Board or Board members as individuals could do to resolve the issue. Mr. Grindlay stated that the issue is an administrative one that the Board is without power to resolve.

Mr. Harrington pointed out that the first three pages of the memo is a listing of bills due, presented to the Mayor on a monthly basis by the City Auditor. The Mayor has refused to release checks to the Quincy College Foundation pending the completion of an audit by the City, which has been completed. The Mayor also is holding up checks for Murphy, Lamere and Murphy, attorneys for the Board of Governors. Additionally, the Mayor is holding up employee expense reimbursements pending a review of receipts and travel policy. Mr. McGrath was called upon for an update but stated that his presentation was more appropriate for Executive Session. Mr. Raymondi asked Mr. McGrath if there was anything that the Board could do to protest City Hall's inaction, particularly regarding employee reimbursement. Mr. McGrath suggested that the Board

direct Mr. Harrington or Mr. McGrath to write the Mayor to express the Board's displeasure regarding non-payment.

Ms. Cannon moved that Mr. Harrington and Mr. McGrath write a letter to Mayor Phelan expressing the Board's displeasure at non-payment by the City of the College's bills. Mr. Farmer seconded the motion. The following members of the Board of Governors voted in favor of the motion: Ms. Cannon; Mr. Farmer; Mr. Grindlay; Reverend Harding; Dr. Nicastro; Mr. O'Neill; Mr. Raymondi; Ms. Lewis. No members voted in opposition or abstained.

Mr. Raymondi called upon Vice President Gales to present faculty appointment recommendations. Mrs. Gales first recommended the approval of a full-time practical nurse faculty position, which she explained is vital for accreditation and the Practical Nursing program's standing with the Board of Registration in Nursing. There currently is insufficient faculty to revise the curriculum and provide the services that students need. There currently is a 1:10 ratio in the clinical area (mandated by the Commonwealth), causing the College to look for 6 – 8 adjunct clinical instructors, who simply are not available. Mr. Raymondi spoke in favor of the position, stating that it has been supported by the Personnel and Programs Subcommittee.

Dr. Nicastro moved that the full time practical nursing position be approved. Ms. Canon seconded the motion. The following members of the Board of Governors voted in favor of the motion: Ms. Cannon; Mr. Farmer; Mr. Grindlay; Reverend Harding; Dr. Nicastro; Mr. O'Neill; Mr. Raymondi; Ms. Lewis. No members voted in opposition or abstained.

Vice President Gales recognized Mary Beth Pepin and her achievements over the last ten years as Chair of the Practical Nurse program, as well as her work on accreditation and Board of Registration requirements.

Vice President Gales then presented a request for an additional full-time faculty position in Criminal Justice, as mandated by the Board of Higher Education's new guidelines relevant to the "Quinn Bill". A full self-study must be submitted to the Board of Higher Education by September, 2003, and the guidelines must be followed by January, 2004. To not be certified under the "Quinn Bill" would jeopardize the College's ability to enroll students under that provision. Dr. Nicastro moved that the full-time faculty position in Criminal Justice be approved, to comply with the Board of Higher Education's requirements relevant to the "Quinn Bill". Mr. O'Neill seconded the motion. The following members of the Board of Governors voted in favor of the motion: Ms. Cannon; Mr. Farmer; Mr. Grindlay; Reverend Harding; Dr. Nicastro; Mr. O'Neill; Mr. Raymondi; Ms. Lewis. No members voted in opposition or abstained.

Mr. Raymondi then presented the tentative Board meeting calendar for FY 2004 for approval. Mr. Farmer moved that the calendar be approved. Dr. Nicastro seconded the motion. The following members of the Board of Governors voted in favor of the motion: Ms. Cannon; Mr. Farmer; Mr. Grindlay; Reverend Harding; Dr. Nicastro; Mr. O'Neill; Mr. Raymondi; Ms. Lewis. No members voted in opposition or abstained.

Mr. Farmer moved that the Enrollment Services component of the FY 2004 budget be approved. Reverend Harding seconded the motion. The following members of the Board of Governors voted in favor of the motion: Ms. Cannon; Mr. Farmer; Mr. Grindlay; Reverend Harding; Dr. Nicastro; Mr. O'Neill; Mr. Raymondi; Ms. Lewis. No members voted in opposition or abstained.

Mr. Raymondi read a letter from Janet Walsh, Director of the Quincy Teen Mothers Program. A copy of the letter is also to be placed into President Barry's personnel file. Mr. Raymondi also cited the success of the Spring Commencement and commended President Barry and his staff for a great commencement.

Mr. Grindlay moved that President Barry and his staff be commended for all Commencement related events, and that President Barry convey this to his staff. Mr. O'Neill seconded the motion.

The following members of the Board of Governors voted in favor of the motion: Ms. Cannon; Mr. Farmer; Mr. Grindlay; Reverend Harding; Dr. Nicastro; Mr. O'Neill; Mr. Raymondi; Ms. Lewis. No members voted in opposition or abstained.

Under Reports of Special Committees, Mr. Farmer presented the 2004 Tuition and Fee Schedule, and moved that it be approved. Ms. Cannon seconded the motion. The following members of the Board of Governors voted in favor of the motion: Ms. Cannon; Mr. Farmer; Mr. Grindlay; Reverend Harding; Dr. Nicastro; Mr. O'Neill; Mr. Raymondi; Ms. Lewis. No members voted in opposition or abstained.

Dr. Nicastro presented the proposed campus-wide smoking policy and moved that it be referred to the Personnel and Programs Subcommittee for review, and that it be reported back to the full Board at a later date. Mr. O'Neill seconded the motion. The following members of the Board of Governors voted in favor of the motion: Ms. Cannon; Mr. Farmer; Mr. Grindlay; Reverend Harding; Dr. Nicastro; Mr. O'Neill; Mr. Raymondi; Ms. Lewis. No members voted in opposition or abstained.

Vice President Gales drew the Board's attention to an article in the Quincy Sun about the opening of New Temple Hall. She expressed Allied Health's delight in being in their new home.

Mr. Harrington then presented a series of budget transfers (please see attached), as well as supplemental appropriations for the two new faculty positions approved this evening.

Mr. Farmer moved that the transfers be approved. Mr. Grindlay seconded the motion. The following members of the Board of Governors voted in favor of the motion: Ms. Cannon; Mr. Farmer; Mr. Grindlay; Reverend Harding; Dr. Nicastro; Mr. O'Neill; Mr. Raymondi; Ms. Lewis. No members voted in opposition or abstained.

Mr. Farmer moved approval of funding for the new Practical Nurse position. Ms. Cannon seconded the motion. The following members of the Board of Governors voted in favor of the motion: Ms. Cannon; Mr. Farmer; Mr. Grindlay; Reverend Harding; Dr. Nicastro; Mr. O'Neill; Mr. Raymondi; Ms. Lewis. No members voted in opposition or abstained.

Mr. Farmer moved approval of funding for the new Criminal Justice position. Ms. Cannon seconded the motion. The following members of the Board of Governors voted in favor of the motion: Ms. Cannon; Mr. Farmer; Mr. Grindlay; Reverend Harding; Dr. Nicastro; Mr. O'Neill; Mr. Raymondi; Ms. Lewis. No members voted in opposition or abstained.

Mr. Raymondi moved that the Board move into Executive Session for the purpose of discussing litigation, with the Board not returning to Public Session after the conclusion of Executive Session. Mr. Farmer seconded the motion. The following members of the Board of Governors voted in favor of the motion: Ms. Cannon; Mr. Farmer; Mr. Grindlay; Reverend Harding; Dr. Nicastro; Mr. O'Neill; Mr. Raymondi; Ms. Lewis. No members voted in opposition or abstained. At 6:49 PM, the Public Session of the Board of Governors' meeting of June 17, 2003, concluded.