

**QUINCY COLLEGE  
BOARD OF GOVERNORS**

**PERSONNEL AND PROGRAMS COMMITTEE MEETING MARCH 7, 2019**

**Minutes**

The meeting of the Quincy College Board of Governors Personnel and Programs Committee meeting, held in the Hart Board Room, Room 706, 7th Floor, Presidents Place, 1250 Hancock Street, Quincy, Massachusetts, was called to order at 5:00 PM. The member roll was called. The following members of the Personnel Committee were present at the call of the member roll: Ms. Carolyn O'Toole, Chair of the Personnel Committee; Mr. Paul Barbadoro; Ms. Barbara Clarke, Mr. Joseph Shea, and Ms. Eileen Bevivino-Lawton. Absent at the call of the committee roll was Father James Hawker (who arrived at 5:05 p.m.

Also present were: Michael Bellotti, President; Provost Dr. Gerard Koocher, Mr. Christopher Bell, Senior Advisor to the President and Acting Clerk to the Board, and Avanti Seymour, AVP Institutional Research.

Chairwoman Carolyn O'Toole asked for a motion to accept the minutes of the January 10, 2019 committee meeting. Governor Shea made the motion and Governor Lawton seconded the motion to accept the minutes. On the motion, Governors O'Toole, Lawton, Hawker, Shea, Clarke, and Barbadoro voted in the affirmative and the motion passed.

Chairwoman O'Toole asked President Bellotti for an update on the upcoming BORN meeting at which the college's new and revised Nursing Program's approval will be on the agenda.

President Bellotti provided the board with some details on the meeting scheduled for Wednesday March 13, 2019. He also explained some of the criteria, which will determine implementation of a new Nursing Program at Quincy College. The President also related some information on the NECHE site visit scheduled for next fall and asked Provost Koocher to add his insight on NECHE.

Provost Koocher provided details on the visit and requested the board decide on two dates for the visit as NECHE has requested board participation during it. President Bellotti said Donna Brugman would poll the members on the dates and get back to all next week with the most convenient date.

Some brief discussion followed.

Governor Barbadoro suggested if the college needed to have a meeting over the summer with the board please let him know and he will schedule one if necessary.

Governor Clarke asked if President Bellotti would be attending the BORN meeting.

President Bellotti stated he would be on campus, as Dean Mihal and Provost Koocher will be at the meeting. He also gave information on a plan of notice for all stakeholders and implementation of the application process, should the program be approved.

Governor Clarke asked if board members were allowed to attend.

Provost Koocher responded it was an open meeting and anyone can attend but cautioned there is very limited seating at the meeting site in Boston.

Governor Shea asked what is the maximum number of students who will be admitted into the program.

President Bellotti responded there would be 40 RN and 20 LPN students maximum at both campuses in Quincy and Plymouth. He also explained there would be no new students admitted into the RN program until 2021 after the initial class has completed the curriculum, and no new students in the LPN program until it is completed 10 months after it starts in 2019. He also stated there would be programs and training to assist students who are not accepted initially if it is needed. He also reiterated if approved the Nursing Programs are completely new with different curriculums and criteria, there transfer credits are not accepted, and former students of the old program will need to apply as new students.

Governor Clarke asked if the information regarding the new program and the issue regarding no transfer credits and former students needing to re-apply was ever shared with the students last spring.

President Bellotti responded although he was not at the college when the program closed, the fact the college had to create a new curriculum to get to this point was not known at the time of the closure of the old program. Dean Mihal had not been hired when the program closed. He will verify this information and report to the board if necessary.

Governor Barbadoro agreed after the refund process was complete the former program was officially closed. He added if approved the Nursing Program is a completely new one and all the candidates will need to apply regardless of their previous credits or attendance at Quincy College.

Brief discussion ensued between members and Doctor Koocher on filling the cohorts.

Chairman O'Toole asked for an explanation of the request to approve a Substantive Change for On Line Classes and getting permission to do so from NECHE.

Dr. Koocher explained the process and stated although we offer all the courses currently on the campus we still need NECHE approval to offer them on-line.

Governor Shea endorsed the On Line methodology stating it would be beneficial to the college in terms of enrollment and retainment.

Governor Shea made a motion to approve the NECHE Substantive Change Request for On Line classes at Quincy College. Governor Clarke seconded the motion. On the motion Governors O'Toole, Lawton, Hawker, Shea and Barbadoro vote in the affirmative. Governor Clarke voted present. On the motion, five members voted in the affirmative and the motion was adopted.

Chairman O'Toole asked for an explanation of the college's Service Animal Policy approval request.

President Bellotti asked AVP Avanti Seymour to explain the policy. After several questions by board members, Governor Shea made a motion to approve the college's Service Animal Policy. Governor Barbadoro seconded the motion. On the motion Governor's O'Toole, Lawton, Clarke, Hawker, Shea, and Barbadoro voted in the affirmative and the motion was adopted.

### Old Business

Chairwoman O'Toole updated the members on her recent request to receive a copy of all Certificate Programs being offered at the College. She thanked AVP Seymour for sending her the information and stated she would share with member at the next Personnel Programs committee meeting.

President Bellotti requested the committee take under consideration a tabled request from last June to add Hospitality Management as both a Certificate and Associates Degree Program at the college. Chairman O'Toole stated it would be on the next Personnel Program Committee agenda.

### New Business

There was none

At approximately 5:55 p.m., Governor Barbadoro adjourned the meeting. There was no discussion on the matter.



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