

FULL BOARD MEETING – QCC Boardroom – 107A - Administration Building

October 17, 2023 – 5:00 pm
SUMMARY OF ACTIONS

TRUSTEES PRESENT: Linda Maykel, Geri Herlihy, Satya Mitra, Lori Jones, Raj Rajeshkumar, Maria Mikhaeil
TRUSTEES ABSENT: Lynn Keeley, Eric Goodwine, Mariyam Basim Bhatti, Juan Gomez, Alex Zequeira
CABINET PRESENT: President Pedraja, VP Steve Marini, VP Michelle Tufau, VP Jim Keane, VP Viviana Abreu-Hernandez, ED Kevin Lovaincy, AVP Deb LaFlash, Jessica Ahrens, Lu Costa-Board Secretary

Meeting commenced at 5:00 pm by Chair Linda Maykel and roll call attendance noted.

The Board of Trustees of Quinsigamond Community College, at its regular meeting held at Quinsigamond Community College on Tuesday October 17, took the following actions:

Consent Agenda: *The purpose of the Consent Agenda is to expedite business by grouping routine agenda items together to be dealt with by one Board motion without discussion. Any member of the Board or staff may ask that any item on the Consent Agenda be removed and placed later on the agenda for full discussion. Such requests will be automatically respected.*

If any item is not removed from the Consent Agenda, the action on the agenda is approved/accepted by single Board action adopting the Consent Agenda.

1. Minutes from the September 11, 2023 Regular Board Meeting (approve)
2. Trust Fund Reports –FY24 through current period (accept)
3. Informational Personnel Items (accept)
4. President’s Out-of-State Travel (accept)
5. President’s Leave Time (accept)

Upon a motion duly made and seconded, the Consent Agenda was approved/accepted by the Board.

CHAIR REPORT:

- Chair Maykel welcomed everyone and spoke to the group, opening the conversation about the NECHE accreditation visit. For the next time she would like to see an executive summary rather than the entire self-study. President Pedraja explained the accreditation process from here.
- Chair Maykel asked all Trustees to volunteer with the QCC Foundation to read and grade scholarship applications. She also suggested that everyone get involved with the mentoring program.

STANDING COMMITTEE REPORTS:

A. Audit and Oversight (9/27/23)

Trustees Herlihy (Chair), Gomez, Goodwine, Jones, Mitra

1. FY23 Closing

VP Marini presented the FY23 year-end budget and explained that there will be hangover expenses to continue providing health services on campus. He discussed the reserves committed and pointed out that we had \$1.7 mil put aside for Anthology, which was not spent. VP Marini went into the Trust Fund budget and the \$1.3 mil shortfall for FY23. They are applying the leftover COVID funds to this shortfall.

2. **FY24 Year-to-date**
3. **Financial Aid update**

A&O Chair Herlihy discussed the presentation by Karen Grant to the A & O Committee on changes made in the Financial Aid Department and how they work with the Business Office and other areas of the College.

B. Strategic Planning, Education, and Student Success (9/27/23)

Trustees Zequeira (Chair), Basim Bhatti, Keeley, Maykel, Mikhaeil, Rajeshkumar

1. Introduce Student Trustee

Chair Maykel introduced Student Trustee Maria Mikhaeil who is on SGA and PTK. Trustee Mikhaeil is an Early College student in her 3rd semester at QCC and is an intern in the Worcester County District Attorney's Office.

2. Enrollment Report

VP Tufau went over the enrollment numbers for fall and how things are going for spring 2024. She explained about the MassReconnect program and answered questions.

3. Equity Report

Trustee Maykel announced an event on Thursday for Hispanic Heritage month and encouraged all to attend.

4. Academic Affairs Report – VP Jim Keane

VP Keane presented an update from Academic Affairs and discussed the student support services that we offer, and the changes made in these areas. He explained the co-requisite model for Math and the embedded tutors. English was done differently for co-requisites. This is the first semester moving away from placement testing and using embedded tutors.

VP Keane discussed professional development for faculty. We have joined Achieve the Dream, which is a 3-year professional learning structure, and we will send a new cohort every year. The first cohort is starting this semester. On Friday afternoons throughout the semester there is training available.

He has formed a new adjunct faculty committee and learned through a survey that we need to re-engage with this group. They are working to improve communication, increase collaboration, recognize them for their service.

Educational technology is being bolstered by upgrading to Blackboard Ultra, EAB Navigate, an online student onboarding tool, and a laptop loaner program. They are working hard to get in front of Chat GPT and AI.

Workforce Development is ramping up and they will be holding an apprenticeship conference on November 15 with the Secretary of Labor in attendance.

C. Executive Committee (No Meeting)

Trustees Maykel (Chair), Herlihy, and Zequeira

Other Business

A. QCC Foundation Report – Matt Wally, QCC Foundation President

Mr. Wally joined the meeting and presented an overview of the QCC Foundation. He is in his second year as President. The Foundation has updated their mission recently. The Foundation helps students and is here for the Board as well. They have about \$6.1 mil in assets for scholarships, student emergency aid, food pantry, athletics and more. Mr. Wally said that the Foundation would like to have a liaison to the Board who will be invited to each meeting to provide and update to bridge the gap. Linda Cavaoli has joined the QCC Foundation. He invited all to the upcoming holiday reception. The Foundation will be inviting the Board to review scholarship applications and encouraged everyone to volunteer. Mr. Wally expressed the importance of giving to the Foundation. He went over the Foundation's new strategic plan, which they aligned with the strategic plan of the College. Trustee Mitra asked if a Trustee could be appointed as a liaison to the QCC Foundation. Mr. Wally said he would welcome that. Dr. Mitra suggested that they have students on the Foundation as well.

Student Trustee Report (*Maria Mikhaeil*)

Trustee Mikhaeil provided an update to the Board. The Student Government Association (SGA) will be holding elections soon to fill vacant positions. They will be attending a conference and are working closely with their peers at the other community colleges. They asked the Board for \$1500 per semester since they cannot fundraise. Ms. Mikhaeil announced a Swearing in event to occur on October 25 @ 2pm in the HLC. She is a member of PTK and discussed the hard work being put in as they strive to be a 5-star campus. She is hearing good reviews on the pop-ups in the café, vending machines are too expensive. Ms. Mikhaeil reported a student complaint about the food pantry hours. President Pedraja and VP Tufau provided the correct info and Trustee Mikhaeil will report back to the student. Students miss Starbucks in the HLC. Parking spaces are too small.

President's Report

A. Ongoing Initiatives/Campus Updates

- President Pedraja reminded everyone that the faculty has still not received their increase and now has not had a cost of living increase since 2020. The President discussed how unacceptable this is and urged everyone to let their legislators know.
- Attended ACCT Leadership Congress. Trustee Rajeshkumar attended as well and was nominated for the co-chair of the nominating committee. He will need an endorsement from the Board. President Pedraja asked for a motion and asked for the Board to vote. **Upon a motion duly made and seconded, the Board approved the endorsement.**
- President Pedraja thanked everyone for their work on the NECHE accreditation visit.
- There is a lot of discussion going on now for free community college for all. Our Financial Aid Director is on the statewide committee for this.
- President Pedraja invited everyone to the Hispanic Heritage Month event on Thursday.
- Friday he will meet with the Smith Family Foundation about apprenticeships. Friday afternoon we will be visited by the Joint Committee on Education for a tour and meetings with students, faculty and staff.
- Doing a podcast at the end of the month and was invited to another local podcast.
- Invited to serve on Commission for College Readiness for AACC.
- Auditorium is in need of new seats as part of the construction. President Pedraja suggested the Foundation raise money for this.
- Meetings are happening on creating joint healthcare sim labs to be shared with WSU. Trustee Rajeshkumar offered to connect QCC/UMass to see if we can collaborate.

Upon a motion duly made and seconded, the meeting adjourned at 6:40 pm.

Upcoming Meetings:

Executive Committee – Wednesday November 8, 2023, **4:00 pm**

Strategic Planning, Education & Student Success Committee – Tuesday, November 14, 2023, **4:00 pm**

Audit & Oversight Committee - Tuesday, November 14, 2023, **5:00 pm**

Regular Board Meeting – Wednesday, December 13, 2023, **5:00 pm**

Respectfully submitted,

Lucinda Costa

QCC Board Secretary