

MEMORANDUM

Date: March 24, 2016
To: The College Community
From: Selina M. Boria, Secretary, Board of Trustees
Re: Summary of Actions of the Board of Trustees – Regular Meeting of March 23, 2016

I. Attendance:

Present:

*Trustee Mailman, Chair
Trustee Lopez, Vice Chair
Trustee Castiel
Trustee Cavaioli
Trustee Gomez
Trustee Lafleche
Trustee Moore
Trustee Murray
Trustee Nguyen
Trustee Spillane*

Present from the College were President Gail Carberry; Vice Presidents Lillian Ortiz, Dale Allen, Pat Toney and Stephen Marini; Associate Vice President William Daring; Assistant Vice Presidents Jane Shea, Nancy Schoenfeld, and Debra LaFlash; Deans Maria Addison and Kathy Manning; Professors Betsy Zuegg, and Susan McPherson; Executive Assistant to the President/Secretary to the Board Selina Boria; Leon Granados – photography

Special Guests:

- *Commissioner Carlos Santiago,*
- *DHE Director of Trustee Relations Michael Mizzoni*
- *Dave DiIulis and Lisa DiGiusto from O'Connor and Drew.*

The Board of Trustees of Quinsigamond Community College, at its regular meeting held on Wednesday, March 23, 2016, in Room 107A in the Administration Building, 670 West Boylston Street, took the following actions:

Special Guest: Commissioner Carlos Santiago of the Department of Higher Education addressed the Trustees during his first trip to the QCC Campus and Board of Trustees meeting. He introduced Mr. Michael Mizzone, Director of Trustee Relations.

Dr. Santiago highlighted his activities for the day which started with a tour of the Healthcare and Workforce Development Center in Downtown Worcester, followed by lunch with students on the main campus, a tour of the Admin building, QueST Center, a faculty meeting and Executive Team meeting. He commended QCC for having the largest group of students in attendance so far compared to all his campus visits and noted their engaging conversations and questions, noting how the group's diversity represented QCC's population.

Commissioner Santiago noted the message of the day represents the crossroads we are facing with a declining traditional age student population compounded by a strong labor force. In short, more students are needed and the challenges faced include increasing the percentage of students who are low income, or Pell eligible while ensuring their success and continued economic development in Central MA.

Dr. Santiago shared how impressed he was with our new Healthcare facility and noted it is one of the best facilities he has seen across the Commonwealth in both community colleges and the state or UMass system. He commended the school for operating a facility that looks and works like a real hospital, has operating Rad Tech facilities and real oxygen for nurse training. He also commended the idea of not including a cafeteria in the plans, as to support surrounding businesses.

Commissioner Santiago noted that Early College Design is a focus of the new administration. K-12 linkages and better alignment are important and we need to continue working in the area of early college. The state is working on revamping the system so all community college credits transfer to all 4 year State Universities, enabling all CC transfers to enroll as juniors. Currently there are over 2600 separate and unique articulation agreements that students can't navigate. He noted the plan to have faculty at the 4 year schools sit with faculty at the 2 year schools and have these conversations which would allow for credit transfer in a major count and not just transfer as an elective.

The Commissioner noted there are many other large issues many MA college students face such as hunger, homelessness, single parents, high cost of living etc. MA currently ranks 49th for need-based aid for students in the country and we need to improve this.

The Commissioner opened up the meeting to questions: Chair Mailman discussed Worcester being the 2nd largest city in the state and yet the 3rd lowest funded community college in the state. She requested the Commissioner advocate for equity funding in Central MA. The Commissioner noted the DHE does not have authority over funding and does not determine state appropriations, but yes he is a strong advocate. Trustee Nguyen inquired about what the Commissioner's biggest facility concerns were after touring the campus. He noted the Administration Building and no One-Stop and how our

current set-up is not conducive to making students life easier. Advising area has no privacy, eating spaces and downtime spaces are poor. The Commissioner shared that the need for Public Higher Education is not at the forefront of state issues, and is somewhat ignored. The only publicity is after a scandal. Trustee Cavaioli shared the unfairness to being lower funded than the K-12 system or the penal system. Trustee Moore also discussed a program through the Dudley courts in which someone brought in on a drug arrest has an option to go to jail or enter a recovery system at Harrington Hospital. Many have graduated from the program, improving their lives and saving money in the penal system. Trustee Moore shared the education price disparity as similar to hospitals and the overfunding of the large institutions/medical centers, while the small institutions/community hospitals receive less. In general, all Trustees want to know how to fix this disparity.

II. Minutes:

Upon Motion duly made, the Board of Trustees voted, to approve the Minutes of the Regular Meeting of January 27, 2016 as presented.

III. Audit and Oversight Committee:

Trustees Linda Cavaioli (Chair), Gomez, Moore, Nguyen and Spillane

1. A-133 Audit Draft Review

Dave DiIulis and Lisa DiGiusto from O'Connor and Drew reviewed the A-133 report noting no material weaknesses and only 1 significant deficiency reported out of a \$42million budget was good. The significant deficiency was a repeat finding in which out of a test group of 40, 25 weren't reported in the appropriate timeframe. It was also noted this is the most common deficiency among institutions. VP Marini gave an overview of becoming more efficient and addressing personnel issues.

Upon Motion duly made, the Board of Trustees voted to accept the A-133 Report as presented.

2. Trust Fund Budget Report for period ending March 23, 2016

Trustee Cavaioli reported the college is right on budget and holding to the 20% decrease across the board. She questioned line #16 about only 73% in so far from the state and VP Marini confirmed the remainder will be coming shortly.

Trustee Cavaioli reported the FY17 budget will be presented at the next meeting with multiple scenarios to include an enrollment decline of 5 and 6% plus options that include no usage of reserves and no fee increases.

Upon Motion duly made, the Board of Trustees voted to accept the Trust Fund Budget Report as presented.

3. Southbridge RFP

VP's Marini and Allen, along with Assistant VP LaFlash gave an update on the pro forma for the Southbridge expansion. The expansion is for a 24,000 sq. ft. model, plus maintaining our current space at 5 Optical Drive. VP Allen reinforced Commissioner Santiago's discussion about SUNY POLY and corporate connections such as IBM in NY and shared our potential parallel. He also shared that leadership in South County has been asked for financial and program support. VP Allen reviewed the MA Life Sciences Grant and requirement to be in acquisition and construction by June 30, 2016. He also reviewed that the QCC Foundation will be submitting a proposal per the RFP, plus he is hopeful we will receive several other proposals.

Upon Motion duly made, the Board of Trustees voted to approve the Request for Proposals (RFP) as presented.

IV. Strategic Planning Committee:

Trustees Castiel (Chair), Lafleche, Lopez, and Murray

President Carberry reviewed the Enrollment by Program charts and graphs highlighting trends from Fall 2010 to Fall 2015. Some programs have seen a climb while others have declined. President Carberry also discussed our Special Populations and how we have 712 single parents enrolled, 68% of our population is financially needy and many are displaced homemakers. She shared the importance of reviewing this data from time to time and having conversations about the barriers our students face and importance of keeping our legislatures informed to the impacts on students.

V. Executive Committee:

Trustees Mailman (Chair), Lopez (Vice-Chair), Castiel, and Cavaioli
No Meeting

VI. Other Business:

1. MCCTA Spring Meeting – April 20, 2016

The MCCTA Spring meeting has fallen on the same date as the Trustees rescheduled Retreat – April 20th at the same time, 4:00pm. Trustee Lopez has requested to attend the MCCTA meeting. It has also been noted this dates falls during the public schools April vacation week, so some Trustees may be away or unavailable for the retreat. The Trustees discussed cancelling the retreat, but holding an Audit & Oversight Committee meeting at 5:00pm in its place to discuss the FY17 Budget. There will be no Strategic Planning Committee meeting due to no quorum.

Upon Motion duly made, the Board of Trustees voted to cancel the retreat for April 20th and hold an Audit & Oversight Committee meeting in its place.

VI. President's Report

1. Informational Personnel Items:

Dr. Carberry reported that the college is still adhering to the hiring freeze on all but instructional positions, with a few exceptions that impact safety or operations of the college.

2. President's Out of State Travel Report: N/A

3. President's Leave Time:

Dr. Carberry reported on her accrued sick, vacation and personal time for the first quarter of 2016. She noted this report will become a regular part of the President's Report at all Trustee meetings.

4. Informational News Items

- a) Diversity Fare – March, 25, 206 – flyer shared.
- b) QCC Veterans Club – flyer distributed about their Yard Clean Up Fundraiser
- c) MLK Golf Tournament – Save the Date – June 24, 2016, Green Hill Golf course
- d) Congratulations to Miguel Lopez for being selected as a recipient to the 2016 Thomas S. Green Pubic Service Awards and AiVi Nguyen as a 2016 Erskine Award Recipient.

VII. Dates of Next Scheduled Meetings

Upcoming Meetings:

Audit & Oversight:	Wednesday, April 20, 2016, 5:00pm
Strategic Planning:	No meeting scheduled for April
Executive Committee:	Wednesday, April 27, 2016, 4:00pm
Regular Board Meeting:	Wednesday, April 27, 2016, 5:30pm

VIII. Adjournment

With no further items to come before the Board, the meeting was adjourned at 7:35 p.m.

Upon motion duly made, the Board of Trustees voted to adjourn.

Respectfully submitted,



Selina M. Boria, Executive Assistant to the President