

FULL BOARD MEETING
October 9, 2019
SUMMARY

TRUSTEES PRESENT: Sue Mailman, Tammy Murray, Linda Cavaoli, Lucille DiLeo, Geraldine Herlihy, John Lafleche, Jennifer Davis Carey, Mustafa Boweden, Juan Gomez (5:35), Kimberly Roy (5:45)

TRUSTEES ABSENT: Alex Zequeira

OTHERS PRESENT: President Pedraja, VP Steve Marini, VP Lillian Ortiz, Interim VP Nancy Schoenfeld, Assistant VP Deb LaFlash, Asst. VP Kathy Rentsch, Associate VP Viviana Abreu-Hernandez, Susan McPherson, Beth Fullerton, Interim Dean Benjamin Benton, Dean Pat Schmohl, Dean Ingrid Skadberg, Byron Thomas, Mary Rodziewicz, SGA President Jorgo Gushi, Bob Ouelette – Oracle, O’Connor & Drew Representatives David Diulis and Lisa DiGuisto, Selina Boria, Board Secretary

Meeting commenced at 5:00pm by Chair Mailman

Introductions of Viviana to Trustees and all present at the meeting

Approval of Minutes: Full Board Meeting 6/9/19

Upon a motion duly made, the Minutes of the June 9, 2019 meeting were approved.

Standing Committee Reports:

A. Audit and Oversight (Committee Meeting – September 25, 2019)

Trustees Cavaoli (Chair), DiLeo, Gomez, Herlihy, and Zequeira

- 1. Trust Fund Budget Report for Current Period ~ VP Steve Marini and Assistant VP Deb LaFlash**

Trustee Cavaoli gave an overview noting FY19 workforce budget exceeded last year’s goal and continues to over perform. FY19 ended with excess of \$2,178,189, noting revenue increased in tuition and fees and administrative overhead (grants). This savings will go to reserves. FY20 Budget is on track.

Upon a motion duly made, the Trust Fund Budget reports for FY19 and FY20 were accepted as presented.

- 2. Audit Report ~ O’Connor and Drew Accounting Firm**

Accountants Lisa DiGuisto and David Diulis presented the Independent Audit Report beginning with the required communications, noting a clean, unmodified opinion was given. Pages 3 to 16 are management’s discussion and analysis, unaudited by

O'Connor and Drew. Page 17 begins with the balance sheet/statement of net position. Ms. DiGuisto discussed impact of OPEB liability on report. State grants and contracts are up \$1.6million due to MassGrant Plus and hard work by QCC staff to access these funds, more than any other MA institution. Total operating expenses down \$1.4 million, but reflects \$1.6 due to OPEB. Pages 21 to 52 are notes to the financials. Note - HVAC project in Suprenant Building at \$3.7 million, which is part of major additions on page 29. GASB87 discussed and impact in future relative to operating leases.

Upon a motion duly made, the Trustees accepted the Audit Report as presented.

Trustee Cavaoli departed at 5:35pm and Trustees Gomez and Roy joined the meeting.

B. Strategic Planning, Education, and Student Success (Comm. Mtg. October 1, 2019)

Trustees Lafleche (Chair), Davis Carey, Murray, Roy, and Boweden

1. Enrollment Report ~ VP Lillian Ortiz

Dr. Ortiz reviewed the fall 2019 enrollment report and figures. Distance education (17%) and part-time figures still on the rise. Increases in demographics among Latinx and black students was noted. Southbridge was noted to continue on a decline. Trustee Lafleche noted work and meetings are taking place in SB. Luis and John to meet with receiver in SB on October 30th. Christina Hebert invited to attend to discuss early college opportunities. Dr. Pedraja noted Gray Associates is doing an analysis in SB as an add-on to full program review. Current lease is expired and looking to renew for 5 years as opposed to 10 and John suggested rolling this year into the 5 years. Cost is \$18/square foot and energy rolled into the cost. Approximately \$200K a year. Trustee Murray inquired about satellite classes/livestreaming to SB campus on main campus. Luis noted it is not currently taking place, but QCC is looking at options. Ms. Murray shared MCPHS does it between Manchester and Worcester campuses. Luis discussed addition of workforce programs, such as CNA. Need to work on partnerships with industries in the area.

Upon a motion duly made, the Trustees accepted the Enrollment Report as presented.

2. Strategic Plan Implementation Update ~ Ingrid Skadberg

Ingrid gave an overview of the project management tool the College is using to track progress- Trello. The champions monitoring progress track work on campus to meet goals in Trello. VP's oversee the progress in their assigned areas relative to the SP. Tracking metrics was discussed and noted they were reviewed at the SPESS meeting on 10/1/19. Sue requested a look at Tableau and further dive into performance metrics and DHE Performance Measurement. Ingrid will do a presentation in December. Mustafa had an inquiry about Objective 2.2 and Open Educational Resources on campus. Luis noted groups on campus are working on this strategy and OER. OER is a state-wide project and Presidents are supporting it on campuses. Amy Beaudry will be asked to do a presentation on OER at next meeting.

3. Early College-Dual Enrollment Discussion ~ Christina Hebert, Director of Educational Partnership and Early College Initiatives

Christina Hebert gave an overview of Early College Initiatives and Dual Enrollment and Concurrent Enrollment which fall under this definition. Dual enrollment taught by QCC

faculty. Concurrent enrollment taught by HS teachers trained and approved by the Deans as adjunct and paid by the HS's. Difference is in the delivery. Seven different models of funding for Dual Enrollment. Designated programs receive funding from the State – Worcester (dual) and Marlboro (concurrent). Gateway to College, Attend College Early are on campus – students come here. Wrap-around services offered. College and Career Readiness schools offered in math and English in 16 central MA schools. Demographic data is included in all reports to the state for funding. John expressed importance of bringing Early College to Southbridge.

C. Executive (Committee Meeting – September 18, 2019)

Trustees Mailman, Cavaoli, Lafleche, and Murray

- 1. Gray Associates Update** – Program evaluation in progress and Board will be updated.
- 2. Final Presidential Evaluation Review for 18-19** – Tally report shared with Trustees. Letter to Commissioner Santiago reviewed.

Upon a motion duly made, the Trustees approved the evaluation letter to the Commissioner.

3. 19-20 Presidential Goals

Upon a motion duly made, the goals were approved as presented with a requirement of an update presented to the Executive Committee in February and if any concerns to the goals being met, they can be raised early. Goals tie into the Operational Plan and are tracked in Trello.

4. Spring 2020 Sabbatical Requests:

Upon a motion duly made, the Trustees approved sabbatical leaves for Spring 2020 for Mark Bates and Beth Fullerton (March 1st to September 1st).

Other Business

- 1. Trustee Connections** – Copies of past several Connections were shared in the packet.
- 2. By-Law Change (2nd Notice)**

Changes include:

Section 1. Regular Meetings: Regular Meetings shall ordinarily be held in Room 107A on the campus of Quinsigamond Community College, 670 West Boylston Street, Worcester, Massachusetts at 5:00pm on select Wednesdays approved by the Board members at the end of the previous academic year. No less than five regular meetings will take place between September and June. The date or place of a regular meeting may be changed by majority vote of those present at any previous meeting, and notice of such change must be sent out within seventy-two (72) hours to all Board members.

Section 2. Order of Business: Additional of Student Trustee Report following Other Business

Upon a motion duly made, the bylaw changes were approved and will be in full effect.

- 3. DHE Trustee Convening – 10/31/19 – Informational Item**

Student Trustee Report ~ Update presented by Mustafa Boweden

Student Trustee Boweden shared a new slate of Student Government Association Officers are in place. New Athletic programs have taken off – men’s soccer and women’s volleyball. Strong student presence by the student body and he feels will help impact retention and future interest in QCC. Other students have expressed interest in joining. State-wide meeting of the Student Advisory Council was held at the state level and QCC was elected to 2 seats – Chair (Jorgo Gushi) and Public Relations Chair (Mustafa Boweden). OER is a focus of the state-wide group.

Announcements

Trustee Murray addressed concerns around Trustee attendance and shared importance of having a quorum present at all meetings. By-laws note that a member who misses 4 meetings forfeits right to remain on the Board. The group discussed including sub-committee meetings and Selina with check with legal counsel. Additionally, she expressed concerns raised by a student and her lack of help by a faculty member. Tammy inquired about contractual language and requirements for faculty to help students. There is no language currently in the contract. Full-time faculty do have and hold required office hours. VP Nancy Schoenfeld noted it is important students be directed to contact their Dean when they do face an issue. The contract is state-wide.

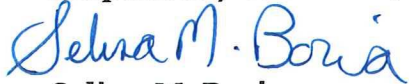
President’s Report

- 1. Informational Personnel Items** – regular report of personnel changes was shared with the Trustees.
- 2. President’s Out-of-State Travel** – standing report
- 3. President’s Leave Time** –standing report
- 4. Ongoing Initiatives**
 - Luis gave an overview around communications, sharing of critical information and ways to gather additional information such as connecting to Facebook and Twitter for additional information about campus happenings. Emphasized QCC is a public institution and right for students and external agencies to express on campus.
 - Vice President for Academic Affairs search is ongoing with 1 internal candidate and 2 external. Decision to be made by the end of October. Luis noted QCC is down 4 Deans with interims in place and searches will be taking place to fill openings in the Library, Public Service and Social Sciences, Humanities and Math and Science.
 - Prior Learning assessment – students can earn College credit for lifetime work, Veterans etc. – QCC is leading the state in awarding PLC’s.
 - Lumina Foundation looking to fund work around equity agenda in the state and they are looking to QCC as a leader. Five QCC employees going to DC for the Excellencia in Education conference next month.
 - Gave overview of DCAM proposal for redesign of Athletic Center and peer review seeking \$25million for the project. IQ Center- Integration, Innovation and Impact. Send a summary to Trustees. Award will not be made until May. Final submission in December.
 - New Student Information System out for RFP and plans to update.
 - Partnership with Vocero publication in place.

- DACA Amicus Brief out about a case before supreme court which QCC signed onto, only school in central MA. Press release out today noting support to our DACA students. Only 3 public universities in the state signed on.

Upon a motion duly made, and with no further business to be presented to the Board, the meeting was adjourned at 7:05pm.

Respectfully submitted,



Selina M. Boria
QCC Board Secretary