

**FULL BOARD MEETING – Worcester Senior Center  
December 13, 2022  
SUMMARY OF ACTIONS**

**TRUSTEES PRESENT:** Alex Zequeira, Mariyam Basim Bhatti, Linda Cavaioli, Juan Gomez, Geri Herlihy, Linda Maykel, Eric Goodwine  
**OTHERS PRESENT:** President Pedraja, VP Steve Marini, VP Jim Keane, AVP Michelle Tufau, VP Viviana Abreu-Hernandez, ED Kevin Lovaincy, AVP Deb LaFlash, Lu Costa-Board Secretary, Dean Pat Schmohl, Professor Judy Colson, Dean Ingrid Skadberg  
**TRUSTEES ABSENT:** Collin McGuiness, Satya Mitra

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**Meeting commenced at 5:20pm by Interim Chair Alex Zequeira and roll call attendance noted.**

The Board of Trustees of Quinsigamond Community College, at its regular meeting held at the Worcester Senior Center on Tuesday, December 13, took the following actions:

**Introductions:** President Pedraja thanked the culinary folks for the meal and provided a bit of background on the HRM program. Rebecca King and Matt Sullivan introduced the student, Gage, who planned and prepared the meal.

**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 October 11, 2022 Regular Board Meeting (approve)
2. Trust Fund Reports –FY22 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 as presented.***

**STANDING COMMITTEE REPORTS:**

**A. Audit and Oversight (11/15/22)**

*Trustees Cavaioli (Chair), Gomez, Goodwine, Herlihy*

**1. Trust Fund Budget Report**

VP Marini summarized the Trust Fund Report for the Board, including revenue, expenditures, COVID funding, etc. The average class size is going up, departments are working to save money. The primary concern now is weaning the College off of COVID money.

President Pedraja explained that with the SUCCESS Funding we’ve been able to spend strategically while improving student services. Trustee Bhatti asked about money being put aside for Dental and other programs who may need equipment. VPs Marini and Keane explained the

process. Dean Schmohl discussed the construction in Dental and grant money being spent for equipment.

## **2. COVID Spending Report – no discussion, covered in the previous**

### **B. Strategic Planning, Education, and Student Success (11/15/22)**

*Trustees Basim Bhatti, Maykel, McGuinness, Zequeira*

#### **1. Downtown Possibilities**

President Pedraja discussed the lease extension and the efforts in the possible co-location with WSU. St. Vincent's is also very interested in working with us. This is all still in the exploration phase. The goal is to maintain capacity as we have taken on Becker's nursing students. There are opportunities there.

#### **2. NECHE Update**

VP Keane gave an overview of the accreditation visit we are expecting next year and the self-study and preparation for that visit. He introduced Professor Colson who updated the Board on the progress and work involved. The projections are due in February and will discuss what we can do better, where we can improve. In the spring we will have a site visit and a draft of the self-study will be uploaded. The visiting team will have different listening sessions with groups on campus. The teams are working hard on the 9 standards. When the self-study is ready, it is important for everyone to read it and be prepared for the visit.

#### **3. Equity Update**

Executive Director Lovaincy provided an update on the work being done in DEI. He discussed the Brothers and Keepers Club on Campus and the importance of supporting men of color. Kevin is also working on the Affirmative Action process. ED Lovaincy talked about the events that he is planning and has done this semester. He is partnering with Human Resources in solving issues. In January they will launch a new employee orientation program.

### **C. Executive (11/8/22)**

*Trustees Cavaoli, Herlihy and Zequeira*

#### **1. President's Comprehensive Evaluation**

ACCT has sent the results of the evaluation to Chair Zequeira and he shared the results with the Trustees. The Executive Committee will take this up as an agenda item in January and discuss with the President. He asked for any feedback to come to him before that meeting.

#### **2. Trustee Update**

There are two vacancies at this time and the President has not received any word on appointments. The group discussed.

#### **3. Lockdown Debrief**

President Pedraja provided an update on an incident that happened near campus. As a result, the buildings on campus were locked down. This created a lot of anxiety among staff and faculty. The Campus Police acted appropriately, and staff and faculty have asked for training. We are looking into hiring an outside firm to evaluate safety on campus. The Campus Resource Officer is working with different departments on training for each scenario. Trustee Bhatti asked about a keycard system. President Pedraja explained that this may be good idea, but that there a lot of technicalities to be worked out. Bringing in an outside contractor to assess security on campus

will help. Chair Zequeira expressed the importance and asked that we include this as a standing item on the agenda.

## **OTHER BUSINESS**

### **1. Digital Media Advertising RFP**

VP Marini discussed the RFP and the rationale for it. The recommended bidder, Advance Local Media, LLC, was the lowest bidder and also the most advantageous. This fits into the Marketing budget.

*Upon a motion duly made and seconded, the RFP was approved unanimously as presented.*

### **2. Revised Meeting Calendar**

Chair Zequeira explained that since there is no new chair in place, he respectfully asked the Board to move meetings from Wednesday to Tuesday through the end of the year.

*Upon a motion duly made and seconded, the calendar was approved unanimously as presented.*

### **5. Student Trustee Report (Trustee McGuiness) – Absent, no report**

### **6. President's Report**

- The Athletic Center project is moving forward. Given the high costs with inflation, we have had to take a close look and scale down a bit. This project will take a few years.
- At the NECHE Annual Meeting, President Pedraja was elected as a commissioner starting in June.
- President Pedraja thanked the faculty and staff for the enormous amount of work that they do. The MACC Presidents are in discussions with the DHE about the workload and salaries and how underfunded public colleges are.
- Enrollments are better than they have been and that is due to the joint effort of all.

*Upon a motion duly made and seconded, the Trustees adjourned at 6:33 pm.*

### **Upcoming Meetings:**

**Executive Committee** – Tuesday January 17, 2023 at 4:00pm

**Audit & Oversight Committee** – Tuesday January 24, 2023 at 4:00pm

**Strategic Planning, Education & Student Success Committee** – Tuesday January 24, 2023 at 5:00pm

**Regular Board Meeting** – Tuesday February 14, 2023 at 5:00pm

Respectfully submitted,

*Lucinda Costa*

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QCC Board Secretary