

**FULL BOARD MEETING – via Zoom**

**February 13, 2024 – 5:00 pm**

**SUMMARY OF ACTIONS**



**TRUSTEES PRESENT:** Linda Maykel, Geri Herlihy, Satya Mitra, Lori Jones, Raj Rajeshkumar, Maria Mikhaeil, Lynn Keeley, Mariyam Basim Bhatti, Eric Goodwine, Juan Gomez, Alex Zequeira

**TRUSTEES ABSENT:**

**CABINET PRESENT:** President Pedraja, VP Steve Marini, VP Michelle Tufau, VP Viviana Abreu-Hernandez, VP Kathy Rentsch, Jessica Ahrens, Lu Costa-Board Secretary

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**Meeting commenced via Zoom at 5:05 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, February 13, 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 December 13, 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 vote by roll call, the Consent Agenda was approved/accepted by the Board.**

**CHAIR REPORT:**

- Chair Maykel reminded everyone to donate to the QCC Foundation annual appeal.

**STANDING COMMITTEE REPORTS:**

**A. Audit and Oversight (1/24/24)**

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

**1. Budget Request**

VP Marini explained that the information presented to the Audit & Oversight was lacking information and he was here to show the whole context and how we may pay ourselves back. The second vote is for the FY25 budget and the fee increase that goes along with it. We will also show a comparison with other community colleges. VP Marini brought in Executive Director Jim Racki to review the projects associated with the requests – Surprenant and Hebert Auditorium. He explained the shortfalls of the Hebert Auditorium such as seating and technology. Also, the issue of doing the project now while the building is closed rather than having to take it offline again in the future. ED Racki discussed the RFP process and that we are waiting for funding approval. Total ask for the auditorium is \$1.8 mil. Between June and September, the Athletic Center project will need the \$3 million from reserves was already approved by the Board in 2019.

The proposal is to borrow from reserves now and pay that back with money raised by the QCC Foundation Capital Campaign. DCAMM sometimes asks for some money up front and they haven't told us yet the approach. We will need to have a vote to acknowledge and then have funds available this spring. The board discussed the possibilities of renting out the auditorium in the future.

AVP LaFlash went over the reserve budget which is at \$10.7 million. At the end of FY2024, we will be at \$6.4 million with this request. She presented an analysis on replenishment and the possible scenarios. Trustee Zequeira asked to hear more about the fundraising being done since 2019 by the QCC Foundation. President Pedraja explained that the Foundation just released the RFP this week for the feasibility study to start the campaign. He acknowledged that they are behind and explained that due to the pandemic this was delayed. In that time, we lost a Development Director and had to hire a new person. There were other factors as well that delayed the capital campaign. VP Abreu-Hernandez spoke on the Foundation RFP and will provide a link to that for the Trustees. Trustee Mitra asked about the segment of donors in the last campaign. Chair Maykel said we can get that information and send it to the Board. Trustee Goodwine asked how they calculated the \$500k return. VP Marini explained that this is based on enrollment numbers continuing to go up.

VP Marini went over the FY25 budget that was provided to the A&O, with all scenarios and including the \$12 fee increase. The budget recommended by A&O was for +3% increase and 7.5% increase in credits. He said that most community colleges are taking the same approach. VP Marini went over the budget line by line for the Trustees. The cost per credit hour will be \$144/semester/student. Trustee Jones asked questions about the per student prices and that every penny counts when you are in school. She is concerned. President Pedraja explained that there are more resources now going to students including financial aid increases. AVP LaFlash said that they work hard to increase services with the program fees and went into detail on these services. Trustee Goodwine asked how we approach cutting costs as far as vendor relationships. He asked how often we do vendor checks. Chair Maykel suggested they request more information and take that up at a later time. We have to follow the state guidelines and we do analyses as an ongoing thing. This will be an item for the next A&O.

**Upon a motion duly made and vote by roll call, the budget request for up to \$1.8 million from reserves for the auditorium project was approved/accepted by the Board.**

**Upon a motion duly made and vote by roll call, the FY25 budget was approved as presented.**

## **B. Strategic Planning, Education, and Student Success (1/24/24)**

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

### **1. Enrollment Update**

VP Tufau presented the enrollment report to the Board. She reviewed the Power BI Report and how enrollment affects the budget. There is a big shortage in credits. We are on track to meet pre-pandemic numbers. We are making strides on getting students enrolled once they are approved. Chair Maykel and President Pedraja thanked everyone involved.

### **2. Sabbatical Applications**

President Pedraja spoke about sabbatical leave and why it is important. There were three applicants and their applications were included for the Board to review.

**Upon motion duly made and vote by roll call, all sabbatical applications were approved.**

## **C. Executive Committee (1/10/24)**

*Trustees Maykel (Chair), Herlihy, and Zequeira*

### **Other Business**

#### **A. QCC Foundation Report – Suzanne Graham Anderson, QCC Foundation & Alumni Association President**

Suzanne Graham Anderson joined in Matt Wally's place to update the Board on the Foundation.

- Proposals are due by March 15 for the campaign feasibility study.
- Foundation is in the process of approving \$50k for updating a student space in the bottom floor of the Administration Building. The Foundation Board is meeting later this month to vote.

## **Student Trustee Report** (*Maria Mikhaeil*)

Student Trustee, Maria Mikhaeil provided an update on what is happening in the student areas.

- PTK has changed leadership.
- She SGA President is working on a social media position and Treasurer. She is trying to improve activity.
- The student body feels that the vending machines are not being stocked and there is no use for them if they are empty. The cafeteria food is well liked but students would like to see lower prices.
- Maria loved Washington DC and all of the activities at the ACCT conference.

## **President's Report**

### **A. Ongoing Initiatives/Campus Updates**

- President Pedraja discussed the recent ACCT Legislative Summit and encouraged others to attend next time.
- The President shared Black History Month events. The video will be sent to the Board members.
- Men's basketball is doing really well.
- President Pedraja discussed an Article by Senator Comerford addressing the critics of free community college.

*Upon a motion duly made and seconded, the meeting adjourned at 6:53 pm.*

### **Upcoming Meetings:**

**Executive Committee** – Wednesday, March 13, 2024, **4:00 pm**

**Strategic Planning, Education & Student Success Committee** – Wednesday, March 27, 2024, **4:00 pm**

**Audit & Oversight Committee** - Wednesday, March 27, 2024, **5:00 pm**

**Regular Board Meeting** – Wednesday, April 10, 2024, **5:00 pm**

**Respectfully submitted,**

**Lucinda Costa**

**QCC Board Secretary**