

**FULL BOARD MEETING – QCC Boardroom – 107A****April 11, 2023 – 5:00 pm****SUMMARY OF ACTIONS**

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

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**Meeting commenced at 5:05 pm by Interim Vice Chair Geri Herlihy and roll call attendance noted.**

The Board of Trustees of Quinsigamond Community College, at its regular meeting held at the main campus in the QCC Boardroom – 107A on Tuesday, April 11, 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 February 14, 2023 Regular Board Meeting (approve)
2. Trust Fund Reports –FY23 through current period (accept)
3. Informational Personnel Items (accept)
4. President’s Out-of-State Travel (accept)
5. President’s Leave Time (accept)

**The Trust Fund Report was pulled from the consent agenda for more information.**

**Upon a motion duly made and seconded, the Consent Agenda was approved/accepted as amended.**

**STANDING COMMITTEE REPORTS:****A. Audit and Oversight (3/28/23)**

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

**1. Trust Fund Report**

VP Marini went over the Trust Fund Report and answered questions from the Trustees. He explained that these are operational funds that come from different places. The report shows the income and expenditures.

**Upon a motion duly made and seconded, the Trust Fund Report was accepted.**

**2. Fee Increase Update**

President Pedraja explained that we are waiting until the state budget is finalized, but they have assured us that they will cover our fees based on previous enrollment. This will enable us to cover the expenses without using reserves as previously approved.

**Board Action Requested:** Should the final General Appropriations Act for Fiscal Year 2024 contain appropriations for Quinsigamond Community College at or above the levels recommended in the Governor’s House 1 budget filed on March 1, 2023, and these appropriations are not otherwise reduced mid-year, the Board shall not implement the increases for per-credit mandatory (general support or college fees) through FY24 previously approved by the Board on February 14, 2023. This Board action does not apply to increases in other fees that are specific to courses, programs, labs, technology, or facilities.

**Upon a motion duly made and seconded, the Board accepted this action.**

## **B. Strategic Planning, Education, and Student Success (3/28/23)**

*Trustees Maykel (Chair), Basim Bhatti, McGuinness, Zequeira*

### **1. Tenure Approval**

VP Keane explained the process of tenure and requirements.

**Upon a motion duly made and vote by roll call, the Trustees approved the candidates for tenure.**

### **2. Emeritus Approval**

VP Keane explained the benefits and requirements for Emeritus status.

**Upon a motion duly made and vote by roll call, the Trustees approved the candidates for Emeritus.**

### **3. New & Closing Programs**

VP Jim Keane provided an explanation of the programs that are closing, and the new program proposed.

**Upon a motion duly made and seconded, the new and closing programs were approved as presented.**

### **4. Enrollment Report – AVP Michelle Tufau**

VP Tufau presented on the enrollment – last semester, this semester, and the upcoming semesters. President Pedraja gave kudos to VP Tufau for the changes and improvements made in the Admissions area.

### **5. Equity Update – ED Kevin Lovaincy**

ED Kevin Lovaincy provided an updated on the work he has done since he started in September, including printouts of all. He has been very successful and has a lot of support from the QCC community. NECHE is very important to ED Lovaincy. He has been having fun working with the co-chairs. ED Lovaincy belongs to peer groups across the state. He has restructured the DEI committees on campus and is working on policies.

### **6. NECHE Accreditation Update – AVP Kevin Li**

AVP Kevin Li provided an update on the preparation for the NECHE accreditation visit. We have submitted our first draft of our self-study on March 28. The final will be submitted in August. We had a preliminary visit last week with the Chair of the NECHE team. She met with various groups including students, staff and faculty. The Chair provided valuable feedback on our first draft and made suggestions for the October visit with the full team.

## **C. Executive Committee (3/21/23)**

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

### **1. Board Self-Evaluation**

President Pedraja explained that the last self-assessment of the board was done in 2018. There is no frequency prescribed from NECHE or the state. ACCT is starting a website for Board resources. We will have a self-assessment this summer. At the Executive Committee, it was discussed that the Board will assess itself every 3 years. The group discussed.

**Upon a motion duly made and seconded, the Board approved the frequency of 3 years for Board self-assessment.**

### **2. Trustee Citizen Award**

The Executive Committee has nominated Linda Cavaioli for this award. Trustee Herlihy explained the rationale.

**Upon a motion duly made and seconded, the Board approved Linda Cavaioli as this year's award recipient.**

### **3. Board Committees**

Trustee Goodwine asked to combine A&O and SPSS Committee meetings so members of both can be up to speed on everything. President Pedraja suggested that we could flip the meeting times and invite the whole board to attend either or both.

## **OTHER BUSINESS**

### **1. Policy Updates from Governance**

#### **a. Emeritus Policy**

Board Secretary Lu Costa explained the rationale for the changes to the timeline for the process portion of the Emeritus Policy.

**Upon a motion duly made and seconded, the Board approved the changes to the Emeritus policy as presented.**

#### **b. Language Change to Certificate Requirements**

Trustee Herlihy went over the language changes proposed to the catalog, and VP Jim Keane provided more detail. He answered questions from the Trustees.

**Upon a motion duly made and seconded, the Board approved the changes to the catalog language changes as presented.**

## **STUDENT TRUSTEE REPORT (Trustee McGuinness)**

- Trustee McGuinness announced that he is graduating this year and that this is his last meeting as Student Trustee. He handed out a flier for a voting event that he is moderating.

### **President's Report**

- Attended meetings in Boston with Lt. Governor and Governor, as well as Senator Spilka and others about Mass Reconnect and free community college. He asked the Trustees to talk to their representatives.
- President Pedraja is just back from the AACC Conference and is off to ACE in Washington later this week.
- The following week President Pedraja will be attending the NECHE Commission meetings.

*Upon a motion duly made and seconded, the Trustees adjourned at 6:45 pm.*

### **Upcoming Meetings:**

**Executive Committee** – Tuesday May 16, 2023, at 4:00 pm

**Strategic Planning, Education & Student Success Committee** – Tuesday June 6, 2023, at 4:00 pm

**Audit & Oversight Committee**– Tuesday June 6, 2023, at 5:00 pm

**Regular Board Meeting** – Tuesday June 13, 2023, at 5:00 pm

**Respectfully submitted,**

**Lucinda Costa**

**QCC Board Secretary**