

**FULL BOARD MEETING – via Zoom**

**April 13, 2022**

**SUMMARY OF ACTIONS**

**TRUSTEES REMOTE:** Alex Zequeira, Juan Gomez, Linda Cavaoli, Geri Herlihy, Eric Goodwine, Jennifer Davis-Carey, Mariyam Bhatti

**OTHERS PRESENT:** President Pedraja, VP Steve Marini, VP Jim Keane, AVP Deb LaFlash, Lu Costa, Board Secretary

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**Meeting commenced in person and remote at 5:00pm by Interim Chair Alex Zequeira and attendance noted.**

The Board of Trustees of Quinsigamond Community College, at its regular meeting held in person and virtually via Zoom (due to COVID-19 Pandemic) on Wednesday, October 7, 2021, took the following actions:

**Introductions:** The new Board members introduced themselves and the other members and the President’s Cabinet members introduced themselves.

**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 16, 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 vote by roll call, the Consent Agenda was approved as presented. Trustees Bhatti and Goodwine abstained from voting on last month’s minutes.***

**STANDING COMMITTEE REPORTS:**

**A. Audit and Oversight (3/30/22)**

*Trustees Cavaoli (Chair), Gomez, Herlihy*

**1. COVID Spending**

VP Marini and AVP LaFlash reviewed the various funding sources of COVID support funding including expenditures. The spending period has been extended to June 2023. An HVAC project has been identified for some of this funding. Spending on testing and vaccinations will continue through the end of the year. There is more funding expected this year, the amount is unknown at this point in time. Trustee Zequeira asked how the COVID numbers are with the new variant. VP Marini answered that we have some increase but nothing urgent.

## **2. Budget Reserves**

VP Marini reviewed the budget reserves. There is a total of \$15.7M in reserves at this time. The FY23 finalized budget has been deferred to June to allow for the shifting variables. They are working on a projected budget for the next three years. That will be ready for the next Board meeting.

### **B. Strategic Planning, Education, and Student Success** (No March/April Committee Meeting due to no quorum)

#### **1. Sabbatical Application** – VP Keane gave an overview of the application.

Upon a motion duly made and vote by roll call, the Trustees approved the sabbatical application.

#### **2. Tenure** – 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.

#### **3. Program Approval** – VP Keane discussed the 2 programs for approval – Manufacturing Technology – Quality Control Option and Utility technology Certificate.

Upon a motion duly made and vote by roll call, the Trustees approved the 2 new programs.

### **C. Executive** (3/23/22)

*Trustees Cavaoli, Zequeira*

#### **1. Comprehensive Presidential Evaluation**

Alex submitted a request to Commissioner Santiago to defer the comprehensive evaluation until fall. This was approved by the Commissioner.

#### **2. Building and Space update**

VP Marini attended a selection meeting today to select the architect for the Athletic Center project -- Goody/Clancy. It will be about 18 months to groundbreaking. The ECE Lab School will be undergoing HVAC upgrades, the Dental Lab is being upgraded during the summer, the front of the Administration Building will be rebuilt with a handicapped ramp, Hebert Auditorium will be significantly upgraded including ADA compliance, and fiber optics are being installed on campus. President Pedraja and VP Marini have been meeting with the WBDC about extending our lease at the downtown location. Trustee Zequeira asked about the cost of building materials and how it is effecting our projects. VP Marini explained that we have construction companies working who are skilled at saving money and using locally-sourced products. DCAMM is pre-buying supplies as well.

#### **3. DEI Position**

We will be advertising soon for the Executive Director of DEI. President Pedraja explained the rationale behind this new position. He discussed the work that is being done with the equity initiative.

### **4. Other Business**

#### **1. Equity Update – Dr. Nwadike**

Dr. Nwadike joined the meeting to present an update on the equity work being done for the past few months. She has convened a task force of staff, faculty and Trustees to identify the top three problems to work on, the priorities, and the goals.

## **2. Enrollment Update - AVP Michelle Tufau**

AVP Tufau went over the enrollment numbers with the group. Enrollment for Spring was down slightly, but a significant increase in online students and credits. She discussed the demographics as well. The vaccine mandate took quite a bit of effort and we did very well managing it. New student orientation was held virtually and in-person.

New initiative for 2022. VP Ortiz has been meeting with high schools about a Bridge Counselor position to see if they would allow this embedded position in their schools. This person will be embedded in the high school and guide students to QCC. AVP Tufau explained all of the initiatives going on around campus.

## **5. Student Trustee Report (TBD)**

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

- Will keep working on enrollment numbers in hopes of stabilizing.
- Reminder to all about Commencement – May 20 at the DCU.
- President Pedraja mentioned and invited everyone to the Quinsigabration – May 21. A gala with auctions and celebration.
- The House has put out the budget and many of the community college requests were granted. Some significant increases including Early College.

***Upon a motion duly made, the Trustees adjourned at 6:52pm.***

### **Upcoming Meetings:**

**Executive Committee** – Wednesday, May 18, at 4:00pm

**Audit & Oversight Committee** – Wednesday, June 8, 2022 at 4:00pm

**Strategic Planning, Education & Student Success Committee** - Wednesday, June 8, 2022, at 5:00pm

**Regular Board Meeting** – Wednesday, June 15, at 5:00pm

**Respectfully submitted,**

*Lucinda Costa*

**Lucinda Costa  
QCC Board Secretary**