

MEMORANDUM

Date: January 3, 2011
To: The College Community
From: Susan M. Laprade, Secretary
Board of Trustees
Re: Summary of Actions of the Board of Trustees – December 8, 2010

Attendance:

Present:

*Trustee Andersen
Trustee LaMantia
Trustee Lopez
Trustee Josephson
Trustee Peppel
Trustee Lawless
Trustee McKenna
Trustee Spillane*

Absent:

*Trustee Miller
Trustee DeBoise Luster
Trustee Daoust*

Also present were President Gail Carberry, Vice Presidents Patricia Toney, Todd Emmons, and Dale Allen; Associate Vice President Bill Daring; Assistant Vice Presidents Jane Shea, Steven Marini, and Susan Laprade; Dean Kathleen Rentsch; Dean Jane June; Professors Andria Schwortz and Patrick Schmohl

The Board of Trustees of Quinsigamond Community College, at its regular meeting held on Wednesday, December 8, 2010, at the College's Downtown Center, took the following actions:

1. Minutes: Approved the minutes of the meeting of September 29, 2010 as presented.

2. Audit and Oversight Committee

a. Acceptance of Trust Fund Reports for period ending October 31, 2010

Vice President Todd Emmons provided a brief overview of the Trust Fund Reports for this period. Mr. Emmons mentioned that the budget was based upon the expectation of 160,000 credits sold, but that he expected the actual number to be in the range of 180,000, providing a buffer and some flexibility in the budget.

Mr. Emmons assured the Trustees that the financial aid account is adequately funded and that he works with the Financial Aid office to ensure that no QCC student leaves the college due to an inability to pay tuition and fees.

Mr. Emmons noted that all of the ARRA (Federal Stimulus) money is now held in reserve, and should be spent on one-time, non-recurring activities; \$1,996,011 remains to be designated for a specific project. Mr. Emmons noted that for FY 12 and beyond there will no longer be any federal stimulus funding available. Given this fact, and the many stressors to the budget such as escalating costs of adjunct faculty, infrastructure needs including the renovation of the Surprenant science labs, etc. will mean that we will need to take another look at our fee structure soon to be certain the college's revenue will meet its needs.

Upon Motion duly made, the Board of Trustees voted to accept the Trust Fund Report for the period ending October 31, 2010.

b. Approval of Award of Bid for the Renovation of the North Wing Project

Recommendation: That the Board of Trustees approve the award of bid for the Renovation of the North Wing Project to Linwood Construction LLC of Somerville, MA, the lowest responsible and responsive bidder, for its bid in the amount of \$1,242,562.00

Justification: Following Massachusetts General Laws, Chapter 149, an invitation to submit bid proposals was mailed to 30 vendors; 13 bids were received.

This item was presented for the information of the Board; emergency approval had been granted on 11/12/2010.

c. Facilities Update

- i. North Wing:** Vice President Emmons reported that the North Wing project is going very well with no significant issues beyond the loss of parking caused by the project.
- ii. Quest Academic Building:** Mr. Emmons reported that the Science/Technology building plans are moving forward rapidly, the momentum is strong, and the team continues to meet on this project. Mr. Emmons referred to the Talking Points information he prepared for the Trustees relative to the college's desire to roll both the \$23 Million and the \$16 Million in bond bill authorization into one disbursement, for a project total of \$39 Million. This will allow the College to undergo a single, large construction project of a building that meets the College's needs, and will be far less disruptive to the campus. The Board of Trustees authorized the President to draft a letter for the signature of the Board Chairman indicating the Board's support for combining the two bond authorizations, thus allowing a single construction project in the amount of \$39 Million.
- iii. Auto Tech Information:** Vice President Dale Allen reported that the College has been investigating a few possibilities for the relocation of the program, including offering classes at Burncoat High or at Worcester Vocational Tech.

Mr. Allen then referred to the print copy of a powepoint presentation addressing the following Site Exploration topics:

- iv. Southbridge:** Mr. Allen mentioned that the college does not have lab space available at its Southbridge campus, and therefore cannot offer health programs at that location. He noted that upon the arrival of Westfield State University, the College has worked out a partnership that will allow our Criminal Justice students to move directly through to a Bachelor degree at the Southbridge location (QCC/WSU). Conversations about offering additional programs (early childhood? health care?) at Southbridge are ongoing.
- v. Blackstone Valley/Milford:** Mr. Allen informed the Trustees that this exploration is continuing, and that the Trustees will continue to be informed as these discussions progress, with recommendations to the Board likely to be available in Spring, 2011.
- vi. Marlboro:** Mr. Allen informed the Trustees that the college plans to form a leadership group for the Marlborough Region (similar to the ones formed in Southbridge and in Blackstone Valley), to be led by the Marlborough Chamber of Commerce and the Economic Development Council, and that a recommendation regarding a satellite operation will be made during Summer, 2011.
- vii. Main South Opportunities:** Mr. Allen then mentioned various opportunities being explored by the College in the Main South neighborhood of Worcester, including the Shining Light Initiative at the Boys and Girls Club and the collaboration with the Worcester Youth Center, among others.
- viii. Health Care Partnership:** Mr. Allen then provided an update relative to the ongoing discussions with the Princeton Review relative to forming a Health Care Partnership similar to the one underway at Bristol Community College. Mr. Allen stated that the impact of the College's moving of the 19 health programs, the TEC programs, 1100 students, plus 50 employees to the downtown area would free up an enormous amount of space on the main campus. In addition, the Princeton Review partnership would afford QCC the opportunity to provide state of the art facilities and labs for our students. At present, the proposed agreement has been reviewed and discussions have been held with key Bristol counterparts. The agreement forged with Bristol allowed for the college to retain the intellectual property rights and did allow for two tiered pricing (for fast track); QCC would be interested in the same intellectual property rights agreement, but is not interested in the two-tiered pricing arrangement. Quinsigamond is seeking more facts about this project and plans to visit Bristol in the near future. Dr. Carberry also stated that the college will want assurances of quality and protection for its faculty before any agreement is reached.

In response to questions about what the Princeton Review's incentive would be in this venture, the response was that rather than start their own college, they have developed this financing model whereby they would receive a portion of the gross revenue (in Bristol's case, 15% of gross revenue). Mr. Allen stated that we have yet to uncover any red lights or cautions, but assured the Board members they will be kept informed as these discussions continue, and an update will be provided at the January 26 meeting.

3. Strategic Planning Committee

a. Discussion/Response to Commissioner's Vision Project

Dr. Carberry referred to the draft of the proposed response to Commissioner Freeland's invitation to comment on the Department of Higher Education's Vision Project. The Vision Project Draft has been shared with many constituencies on campus, and the response will be signed by Dr. Carberry, Chairman Andersen, and Professor C. Patrick Schmohl, President of the Faculty Senate and forwarded to the Commissioner. Dr. Carberry noted that she has highlighted the college's preference for retaining Local Boards of Trustees, our need for facilities improvements – especially lab space, the concern that non-traditional pathways for unemployed and under-employed adults is not front and center in the report, the need to ensure equitable faculty workloads and compensation, and the need to ensure comparable benchmarks when ranking colleges against their peers. With no objections raised, the letter to the Commissioner will be mailed.

b. Enrollment Update: Dr. Carberry presented the Intersession 2011 and Spring 2011, noting that this is early in the process and that the numbers appear to be flat at this time, but we believe we will meet our projections for these terms.

c. Approval of the Computer Systems Engineering Technology CyberSecurity Certificate

Vice President Patricia Toney informed the Trustees that there is a very high demand for cybersecurity experts, and that this program will begin in the Fall, 2011 semester.

Upon Motion duly made, the Board of Trustees voted to approve this Certificate effective Fall 2011.

d. Approval of the Biomedical Engineering Option

Vice President Patricia Toney informed the Trustees this option will be made available under the Basic Engineering, Associate in Science Degree and will better prepare students interested in pursuing biomedical engineering. She noted that transfer agreements are in place with WPI allowing graduates to transfer as 3rd year students.

Upon Motion duly made, the Board of Trustees voted to approve this Option.

e. Announcement of Massachusetts Life Science Education Consortium Recognition of Biotechnology Program

Vice President Toney announced that the QCC Biotechnology Program was one of three colleges that received gold level endorsement from the Consortium due to the internships and cooperative experiences that are included in the program, and the Trustees extended congratulations to all involved in this success.

4. Other Business

- a. Update: Trustee Appointments/Reappointments** – No new information has been received regarding the filling of the seat held by Mr. McKenna, whose first term of office expired on 3/1/10.

5. President's Report:

a. Invitations:

- Monday, January 17, MLK Breakfast, Athletic Center

b. Informational items:

- Personnel Actions
- Recent Newsclippings

6. Next Meeting: Set the dates of the next meetings:

- a. Committee Meetings: Meeting in the Center for Academic Excellence**

TUESDAY, January 18: 5:00 (Audit and Oversight)
6:00 (Strategic Planning)

- b. Regular Board Meeting: Wednesday, January 26, at 5:30 p.m., in Room 107A**

7. Adjournment: With no further items to come before the Board, the meeting was adjourned at 6:35 p.m.