

Office of the President
670 West Boylston Street
Worcester, MA 01606
TEL: 508-854-4203
FAX: 508-856-7374

MEMORANDUM

Date: March 27, 2008
To: The College Community
From: Susan M. Laprade, Secretary
Board of Trustees
Re: Summary of Actions of the Board of Trustees

The Board of Trustees of Quinsigamond Community College, at its meeting of March 26, 2008, took the following actions:

1. Approved the Minutes of the January 30, 2008 meeting of the Board of Trustees.
2. Accepted the college's Trust Fund Management Reports for the period ending January 31, 2008. Mr. Emmons reported the college's operating budget is strong, currently running \$2.4 M ahead of last year. Although we now expect to post some reversals, the college will remain in a sound financial position, largely attributable to strong enrollment and cautious spending. Mr. Emmons reported he is still looking into the question raised at a previous meeting regarding income at the Café, and that he will continue to research this issue and will report his findings. Mr. Emmons then noted the \$643,612 transferred by the Foundation to the college during this year.
3. Mr. Emmons informed the Trustees that the College will be restructuring its Mass HEFA Pool J-5 bond (current interest rate of 4.47 plus an additional .6% for bond insurance, plus a .2% broker-dealer fee, for a total of 5.27%) and will move to the Pool M-2 as soon as possible (likely in May) with an interest rate of 2.35% with no bond insurance premium and a lower broker-dealer fee. The expected savings between Pool J-5 and M-2 is 2.92%.
4. Approved the request to award Tenure, effective September 1, 2008, to the following members of the college community:

Karl Anderson	Assistant Professor of English
Lisa Connelly Cook	Associate Professor of History/Political Science
Jean Kennedy	Associate Professor of Human Services
Colleen Kirley	Assistant Professor of Radiologic Technology
Fyiane Nsilo-Swai	Coordinator of Library Reference and Instruction Services
Lisa Oldaker Palmer	Associate Professor of English
Denise Robichaud	Associate Professor of Mathematics
Robert Yosca	Associate Professor of Mathematics

5. Approved a \$3.00 per credit hour increase in the Educational Services Fee effective Fall, 2008. The increase represents a 2.3% increase, well below the current rate of inflation, and will be accompanied by a 17% increase in the financial aid budget to meet the needs for those students for whom this increase represents a hardship. De. Carberry noted that our state appropriation for 2008-09 has not yet been finalized, and that recent news articles about the projected state budget have not been positive. Dr. Carberry mentioned she has met with the Student Senate to inform them of this recommendation and that while they have not yet endorsed this request, they understand the rationale. Further, she mentioned that UMass has implemented a 3.1% increase, and distributed a chart indicating that many of the community colleges in the system are implementing fee increases in the range of \$3.00 - \$6.00 per credit hour. In addition, she noted that space will continue to be an issue, especially with the anticipated enrollment growth, and that funds will likely be needed for rental of additional space. Finally, she mentioned that the motion includes a provision for the Trustee to revisit the fee structure for the Spring semester if necessary.
6. Received the updated version of the Grants Development Office's Activities Report.
7. Following discussion, the Trustees tabled the proposed Massachusetts Community College System Student Code of Conduct. In addition, the Trustees asked that Attorney Ken Tashjy be invited to attend the next meeting of the Board in order to respond to the questions raised by the Trustees. Agreed that the Student Handbook would include a statement about threats of bodily harm, and that a reference to the Code of Conduct will also be included, noting that copies of the document will be provided when available.
8. Received the final Spring 2008 Enrollment Report.
9. Received the Fall, 2008 Applications Report.
10. Received information about several campus capital projects:
 - ★ Received a copy of a diagram of the proposed Loop Road and learned that the diagram will be modified based on discussions held with DCAM at the meeting of March 25. Also received information about recent meetings with the WRTA in the hopes of having the buses come through the campus to better serve the students;
 - ★ Received information about plans for the North Wing, and were informed that Representative Peterson has put forward a \$5 million request for QCC for improvements to the North Wing; Dr. Carberry informed the Trustees that the college is looking into a plan to relocate a select group of student support services that affect student access and retention. Dr. Carberry also reported that the conversation continues between DCAM and with Assumption College about the stained glass windows; DCAM will fund the study for this area and construction, once begun, is estimated to take 5-6 months;
 - ★ Received information regarding the pool area in the Athletic Center; Dr. Carberry mentioned the leak in the wall has been found; until fixed, the carpeting will not be installed; plans are underway for carpeting, televisions, equipment, etc. to make this area comfortable for students; already, noticeable improvement in the air quality
11. Received informational copy of the Academic Calendar for 2008-09.
12. Received copy of the proposed Board Meeting Schedule for 2008-09.

13. No further information was presented regarding Trustee appointments/reappointments.
14. Trustee Spillane, chair of the nominating committee, reported that no nominations for officers were forwarded to her. Trustee Spillane then nominated the following slate of officers of the Board for 2008-09, seconded by Trustee McKenna:
 - For Chair: Trustee Andersen
 - For Vice Chair: Trustee LaMantia

There were no additional nominations. Formal election of officers will take place at the June meeting.

15. No update of the Presidential Evaluation Committee was delivered.
16. The Board reviewed a letter to area legislators requesting their support for the state appropriation for QCC recommended by the Board of Higher Education \$15,960,048. The Board of Trustees then authorized Chairman Andersen to sign this letter and forward it to the members of the local delegation.
17. Received report that Mr. Roland Gauthier, former Trustee, will gratefully accept the 2008 Trustees' Citizen's Award at Commencement.
18. Received informational items of the following nature:
 - Informational Personnel Actions: Dr. Carberry noted the many new faculty hires, and that 8 of the 12 new faculty hires had been adjunct faculty members

Dr. Carberry reported that many searches are underway, including the postings for the Vice President for Community Engagement, the Director of Institutional Advancement, the Dean of Humanities, a Grants position, and an Institutional Research position
 - Received copy of letter written by Senator Chandler stating that she has included Quinsigamond in her budget priorities and has requested an increase of \$422,539 over the college's FY 08 budget.
 - Received copy of letter from Dr. Carberry to President Cesareo of Assumption College relative to the stained glass windows
 - Received additional information regarding the agreement with Nichols College for students in QCC's Business Administration Program
 - Received informational newsclippings about QCC
 - Received information about the Foundation's hiring of a lobbyist, Mr. Gerard D'Amico, to assist the college with its legislative lobbying efforts, and were informed about recent meetings of Dr. Carberry, Mr. D'Amico, and Mr. Somma with Senators Brewer and Moore, and the request submitted to Senators Kerry and Kennedy and Congressman McGovern for a \$500,000 earmark for QCC, as well as conversations underway with Congressman Neal about ideas QCC has to serve the south

western edge of our district; Dr. Carberry also reported the college is still holding conversations about how best to serve the Main South area in Worcester, and continues to explore the opportunities in Marlboro as well.

- Invitations:

- ★ Mass Trustees Association Meeting - Boston - April 4
- ★ Public Higher Education Dinner - Intercontinental Hotel - April 4
- ★ Alden Awards Dinner- Mechanics Hall - April 7
- ★ Honors and Awards - Crowne Plaza - May 14 @ 5:00
- ★ Commencement - QCC - May 22 @ 4:00

19. Set the date of the next Regular meeting of the Board of Trustees at **Wednesday, June 11, 2008, at 5:30 p.m.**, with Committee meetings to take place on **Wednesday, June 4.**

20. With no further items to come before the Board, the meeting was adjourned at 6:55 p.m.