



**Meeting of the Council on Postsecondary Education**  
Wednesday, August 23, 2023

**Rhode Island College**  
**600 Mount Pleasant Avenue**  
**Providence, RI 02908, Gaigne Hall, Room 200**  
**Meeting Minutes**

Chair David Caprio called this meeting to order at 6:05 p.m. and acknowledged that a quorum was present.

**Council on Postsecondary Education members present:**

David Caprio, Chair, Council on Postsecondary Education  
Dennis Duffy  
Rachelle Green  
Mike Grey (arrived at 7:10 p.m.)  
Thomas Izzo  
Michael Mello  
Lawrence Purtill  
Ana Duarte Spencer  
Marcy Reyes

**Council on Postsecondary Education members absent:**

Jeffery Williams

**Rhode Island Office of the Postsecondary Commissioner (RIOPC) staff present:**

Shannon Gilkey, Ed.D., Commissioner  
Ronald Cavallaro, Esq., General Counsel  
Anne Marie Coleman, Vice President of Labor Relations  
Beth Bailey, Director of Communications  
Zachary Saul, Chief Financial Officer  
Jackie Xiong, Assistant to the Commissioner, Special Liaison to the Council on Postsecondary Education  
Jill Olson-Crowley

**Rhode Island College (RIC) participants:**

President Jack Warner  
Jenifer Giroux, Vice President of Corporate Relations and Professional Studies  
Clark Green, Interim Vice President for College Advancement  
Cindy Kozil, Vice President for Student Success  
Carolynn Masters, Vice President of Academic Affairs, and other staff members

**Community College of Rhode Island (CCRI) participants:**

President Meghan Hughes  
Rosemary Costigan, Vice President for Academic Affairs, and other staff members

Chair Caprio then recognized President Hughes for her hard work and dedication to the Community College of Rhode Island. He opened the floor for Council members and attendees to share their thoughts with President Hughes. Council members gave their thanks to the President. President Hughes acknowledged student member Ana Duarte Spencer and the staff of the Community College of Rhode Island. She concluded by giving recognition to Vice President Rosemary Costigan and thanked the Council and staff for the opportunity to serve as President.

**1. Acceptance of the Agenda**

Chair Caprio called for a motion that the Council on Postsecondary Education accept the agenda for the meeting of August 23, 2023.

On a motion made by Mike Mello and seconded by Rachelle Green, it was:

VOTED:	THAT	The Council on Postsecondary Education accept the amended agenda for the meeting on August 23, 2023
	VOTE:	7 members voted in the affirmative and 0 members voted in the negative.
	YEAS:	David Caprio, Dennis Duffy, Rachelle Green, Thomas Izzo, Michael Mello, Lawrence Purtill, and Marcy Reyes.
	NAYS:	0
	ABSTAINS:	0

**2. Approval of the Minutes**

Chair Caprio called for a motion that the Council on Postsecondary Education approve the minutes of the meeting that took place on July 12, 2023.

On a motion duly made by Lawrence Purtill and seconded by Rachelle Green, it was:

VOTED: THAT The Council on Postsecondary Education approve the minutes of the meeting that took place on July 12, 2023, as presented.

VOTE: 7 members voted in the affirmative and 0 members voted in the negative.

YEAS: David Caprio, Dennis Duffy, Rachelle Green, Thomas Izzo, Michael Mello, Lawrence Purtill, and Marcy Reyes.

NAYS: 0

ABSTAINS: 0

### **3. Report from the Commissioner**

Chair Caprio asked if there were any questions or comments regarding the Commissioner's report. There were none.

### **4. Report from the Committee Chairs**

#### **A. Finance and Facilities Committee**

Chair Dennis Duffy reported that the committee last met on July 26, 2023. During that meeting, the committee voted to approve the Capital Improvement Plan for the Fiscal Year 2025-2029 with the request that the Office of Postsecondary Education provide more information regarding their relocation Plans.

#### **B. Academic Affairs and Student Success Committee**

Chair Michael Mello reported that the committee last met on August 22, 2023. During that meeting, the committee met with Rhode Island College and HITEP to recommend to the Council the approval of action items that will be presented later in the meeting.

#### **C. Personnel Committee**

Chair Rachelle Green reported that the committee has not met since the last Council Meeting.

#### **D. Joint Alternate Retirement Plan Committee**

Chair Zachary Saul reported that the committee has not met since the last Council meeting.

### **5. Reports from the Presidents**

#### **A. Rhode Island College**

Chair Caprio asked if there were any questions or comments for President Warner.

Council Member Thomas Izzo complimented President Jack Warner and Rhode Island College for a successful Welcome Back Breakfast and State of the College Address event. Chair Caprio also gave praise to President Warner, to which President Warner shared that he too was pleased with the event and thanked his staff.

**B. Community College of Rhode Island**

Chair Caprio asked if there were any questions or comments for President Hughes. There were none.

**6. Action Items**

**A. Approval of Rhode Island College’s new classification of Senior Advisor to the President and Chief of Staff as recommended by the Personnel Review Committee.**

Chair Caprio called for a motion that the Council approve Rhode Island College’s new classification of Senior Advisor to the President and Chief of Staff as recommended by the Personnel Review Committee.

On a motion duly made by Marcy Reyes and seconded by Rachelle Green, it was:

VOTED:        THAT            The Council on Postsecondary Education approve Rhode Island College’s new classification of Senior Advisor to the President and Chief of Staff as recommended by the Personnel Review Committee.

VOTE:            7 members voted in the affirmative and 0 members voted in the negative.

YEAS:            David Caprio, Dennis Duffy, Rachelle Green, Thomas Izzo, Michael Mello, Lawrence Purtill, and Marcy Reyes.

NAYS:            0

ABSTAINS:      0

**B. Approval of Community College of Rhode Island’s new classification of Dean of Academic Affairs as recommended by the Personnel Review Committee.**

Chair Caprio called for a motion that the Council on Postsecondary Education approve the Community College of Rhode Island’s new classification of Dean of Academic Affairs as recommended by the Personnel Review Committee.

On a motion duly made by Lawrence Purtill and seconded by Rachelle Green, it was:

VOTED:        THAT            The Council on Postsecondary Education approve the Community College of Rhode Island’s new classification of Dean of Academic Affairs as recommended by the

Personnel Review Committee.

VOTE: 7 members voted in the affirmative and 0 members voted in the negative.

YEAS: David Caprio, Dennis Duffy, Rachelle Green, Thomas Izzo, Michael Mello, Lawrence Purtill, and Marcy Reyes.

NAYS: 0

ABSTAINS: 0

**C. Approval of the Community College of Rhode Island's new classification of Dean of Learning Commons and Classroom Technology as recommended by the Personnel Review Committee.**

Chair Caprio called for a motion that the Council on Postsecondary Education approve the Community College of Rhode Island's new classification of Dean of Learning Commons and Classroom Technology as recommended by the Personnel Review Committee.

On a motion duly made by Rachelle Green and seconded by Michael Mello, it was:

VOTED: THAT The Council on Postsecondary Education approve the Community College of Rhode Island's new classification of Dean of Learning Commons and Classroom Technology as recommended by the Personnel Review Committee.

VOTE: 7 members voted in the affirmative and 0 members voted in the negative.

YEAS: David Caprio, Dennis Duffy, Rachelle Green, Thomas Izzo, Michael Mello, Lawrence Purtill, and Marcy Reyes.

NAYS: 0

ABSTAINS: 0

**D. Approval of the Proprietary School: HITEP as recommended by the Academic Affairs and Student Success Committee.**

Chair Caprio called for a motion that the Council on Postsecondary Education approve the Proprietary School: HITEP as recommended by the Academic Affairs and Student Success Committee.

On a motion duly made by Michael Mello and seconded by Lawrence Purtill, it was:

VOTED: THAT The Council on Postsecondary Education approve the Proprietary School: HITEP as recommended by the Academic Affairs and Student Success Committee.

VOTE: 7 members voted in the affirmative and 0 members voted in the negative.

YEAS: David Caprio, Dennis Duffy, Rachelle Green, Thomas Izzo, Michael Mello, Lawrence Purtill, and Marcy Reyes.

NAYS: 0

ABSTAINS: 0

**E.** Approval of the public postsecondary education system’s Capital Improvement Plan for the Fiscal Year 2025-2029, as recommended by the Finance and Facilities Committee.

Chair Caprio called for a motion that the Council on Postsecondary Education approve the Rhode Island College Capital Improvement Plan for the Fiscal Year 2025-2029 as recommended by the Finance and Facilities Committee.

On a motion duly made by Dennis Duffy and seconded by Lawrence Purtill, it was:

VOTED: THAT The Council on Postsecondary Education approve the Rhode Island College Capital Improvement Plan for the Fiscal Year 2025-2029 as recommended by the Finance and Facilities Committee.

VOTE: 7 members voted in the affirmative and 0 members voted in the negative.

YEAS: David Caprio, Dennis Duffy, Rachelle Green, Thomas Izzo, Michael Mello, Lawrence Purtill, and Marcy Reyes.

NAYS: 0

ABSTAINS: 0

Council member Dennis Duffy shared that Rhode Island College’s presentation regarding its Capital Improvement Plan was well received and well presented.

Chair Caprio called for a motion that the Council on Postsecondary Education approve the Community College of Rhode Island Capital Improvement Plan for the Fiscal Year 2025-2029 as recommended by the Finance and Facilities Committee.

On a motion duly made by Dennis Duffy and seconded by Rachelle Green, it was:

VOTED:        THAT        The Council on Postsecondary Education approve the  
Community College of Rhode Island Capital Improvement  
Plan for the Fiscal Year 2025-2029 as recommended by the  
Finance and Facilities Committee.

VOTE:         7 members voted in the affirmative and  
0 members voted in the negative.

YEAS:         David Caprio, Dennis Duffy, Rachelle Green, Thomas  
Izzo, Michael Mello, Lawrence Purtill, and Marcy Reyes.

NAYS:         0

ABSTAINS:    0

Council member Dennis Duffy shared that the Community College of Rhode Island's presentation regarding its Capital Improvement Plan was well received and well presented.

Chair Caprio called for a motion that the Council on Postsecondary Education approve the Office of Postsecondary Education Capital Improvement Plan for the Fiscal Year 2025-2029 as recommended by the Finance and Facilities Committee.

On a motion duly made by Lawrence Purtill and seconded by Rachelle Green, it was:

VOTED:        THAT        The Council on Postsecondary Education approve the  
Office of Postsecondary Education Capital Improvement  
Plan for the Fiscal Year 2025-2029 as recommended by the  
Finance and Facilities Committee.

VOTE:         6 members voted in the affirmative and  
1 member voted in the negative.

YEAS:         David Caprio, Dennis Duffy, Rachelle Green, Michael  
Mello, Lawrence Purtill, and Marcy Reyes.

NAYS:         Thomas Izzo

ABSTAINS:    0

After the motion on this Item was made and seconded, there was discussion on it among the Council members.

Council member Dennis Duffy shared that the Office of Postsecondary Education's Capital Improvement Plan was well received and well presented, however, it will remain a contingent item until a complete proposal is presented.

Council member Rachelle Green inquired if this action item was to approve the line item without a commitment to relocate, to which Chief Financial Officer Saul and Commissioner Gilkey confirmed that it was without a commitment.

Council member Marcy Reyes stated that during the committee meeting, it was discussed that this plan be re-evaluated once there was greater detail on how the funds would be allocated for the move to the Shepard building.

Mr. Saul informed the Council that the opportunity to relocate was presented because of the increasing capacity at OPC and the need for additional space from a neighboring office also housed at 560 Jefferson Boulevard.

Council member Thomas Izzo shared his concerns about the potential impacts on accessibility and affordability for the students with the relocation to the Shepard building.

Commissioner Gilkey emphasized OPC's growing agency and expressed why the Shepard move was the most plausible option financially.

In response to a question from the Council, General Counsel Cavallaro confirmed that the Council does have the authority to determine how its property will be used and what entities, in addition to the Colleges, will be allowed to use it.

**F. Approval of the appointment of Ms. Jenifer Giroux as Vice President of Corporate Relations and Professional Studies at Rhode Island College.**

Chair Caprio called for a motion that the Council on Postsecondary Education approve the appointment of Ms. Jenifer Giroux as Vice President of Corporate Relations and Professional Studies at Rhode Island College.

On a motion duly made by Thomas Izzo and seconded by Michael Mello, it was:

VOTED:        THAT        The Council on Postsecondary Education approve the appointment of Ms. Jenifer Giroux as Vice President of Corporate Relations and Professional Studies at Rhode Island College

VOTE:         7 members voted in the affirmative and  
0 members voted in the negative.

YEAS:         David Caprio, Dennis Duffy, Rachelle Green, Thomas Izzo, Michael Mello, Lawrence Purtill, and Marcy Reyes.

NAYS:         0



ABSTAINS: 0

President Warner gave praise and recognition to Ms. Giroux who was in attendance that evening. Ms. Giroux responded by thanking Presidents Warner and the Council for the opportunity and recognition.

**G. Approval of the appointment of Ms. Cindy Kozil as Vice President for Student Success at Rhode Island College.**

Chair Caprio called for a motion that the Council on Postsecondary Education approve the appointment of Ms. Cindy Kozil as Vice President for Student Success at Rhode Island College.

On a motion duly made by Thomas Izzo and seconded by Rachelle Green, it was:

VOTED:        THAT            The Council on Postsecondary Education approve the appointment of Ms. Cindy Kozil as Vice President for Student Success at Rhode Island College.

VOTE:                7 members voted in the affirmative and  
0 members voted in the negative.

YEAS:                David Caprio, Dennis Duffy, Rachelle Green, Thomas Izzo, Michael Mello, Lawrence Purtill, and Marcy Reyes.

NAYS:                0

ABSTAINS:        0

President Warner gave praise and recognition to Ms.Kozil who was in attendance that evening. Ms. Kozil responded by thanking the President, the Council members, and the Academic Affairs and Student Success Committee for their support.

**8. Executive Session**

Chair Caprio called for a motion that the Council enter into Executive Session for the following:

- A.** Discussion regarding collective bargaining – all bargaining units, pursuant to R.I.G.L. §42-46-5(a)(2).
- B.** Discussion regarding Tentative Agreement with RIC Adjunct Faculty, Local 1563, pursuant to R.I.G.L. §42-46-5(a)(2).
- C.** Discussion regarding potential litigation, pursuant to R.I.G.L. §42-46-5(a)(2).

On a motion duly made by Michael Mello and seconded by Rachelle Green, it was:

VOTED:        THAT        The Council on Postsecondary Education enter into Executive Session for the following items:

- A. Discussion regarding collective bargaining – all bargaining units, pursuant to R.I.G.L. §42-46-5(a)(2).
- B. Discussion regarding Tentative Agreement with RIC Adjunct Faculty, Local 1563, pursuant to R.I.G.L. §42-46-5(a)(2).
- C. Discussion regarding potential litigation, pursuant to R.I.G.L. §42-46-5(a)(2).

VOTE:                7 members voted in the affirmative and  
                             0 members voted in the negative.

YEAS:                David Caprio, Dennis Duffy, Rachelle Green, Thomas Izzo, Michael Mello, Lawrence Purtill, and Marcy Reyes

NAYS:                0

ABSTAINS:        0

**The Council entered Executive Session at 7:06 PM.**

**The Council reconvened in Open Session at 7:26 PM.**

Chair Caprio called for a motion that the Council on Postsecondary Education seal the minutes of the Executive Session held on August 23, 2023.

On a motion duly made by Michael Mello and seconded by Lawrence Puttrill, it was:

VOTED:        THAT        The Council on Postsecondary Education seal the minutes of the Executive Session held on August 23, 2023.

VOTE:                8 members voted in the affirmative and 0 members voted in the negative.

YEAS:                David Caprio, Dennis Duffy, Rachelle Green, Michael Grey, Thomas Izzo, Michael Mello, Lawrence Purtill, and Marcy Reyes

NAYS:                0

ABSTAINS: 0

## 9. Additional Action Items

- A. Approval/Ratification of a tentative three-year collective bargaining agreement between the Council on Postsecondary Education and the Rhode Island College Faculty, Local 1563.

Chair Caprio called for a motion that the Council on Postsecondary Education approve the ratification of a tentative three-year collective bargaining agreement between the Council on Postsecondary Education and the Rhode Island College Faculty, Local 1563.

On a motion duly made by Marcy Reyes and seconded by Rachelle Green, it was:

VOTED: THAT The Council on Postsecondary Education approve the ratification of a tentative three-year collective bargaining agreement between the Council on Postsecondary Education and the Rhode Island College Faculty, Local 1563.

VOTE: 8 members voted in the affirmative and 0 members voted in the negative.

YEAS: David Caprio, Dennis Duffy, Rachelle Green, Michael Grey, Thomas Izzo, Michael Mello, Lawrence Purtill, and Marcy Reyes

NAYS: 0

ABSTAINS: 0

## 10. Next Meeting

Chair Caprio stated that the next meeting of the Council on Postsecondary Education will be on Tuesday, September 26, 2023, at 5:30 PM at Rhode Island College. The Council on Postsecondary Education Retreat will be on September 27, 2023, at the Community College of Rhode Island.

## 11. Adjourn

Chair Caprio called for a motion to adjourn the meeting.

On a motion duly made by Lawrence Putrill and seconded by Rachelle Green, it was:

VOTED: THAT The Council on Postsecondary adjourn the meeting of Wednesday, August 23, 2023.

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VOTE: 8 members voted in the affirmative and  
0 members voted in the negative.

YEAS: David Caprio, Dennis Duffy, Rachelle Green, Michael  
Grey, Thomas Izzo, Michael Mello, Lawrence Purtill, and  
Marcy Reyes

NAYS: 0

ABSTAINS: 0

The meeting adjourned at 7:29 PM.