



**Meeting of the Council on Postsecondary Education  
Wednesday, February 15, 2023 6:30 PM**

**Community College of Rhode Island  
400 East Avenue  
Warwick, RI 02886 Room 4090**

**Meeting Minutes**

Chair David Caprio called this meeting to order at 6:41 PM and acknowledged that a quorum was present.

Council on Postsecondary Education members present:

David Caprio, Chair, Council on Postsecondary Education  
Dennis Duffy  
Thomas Izzo  
Michael Mello  
Lawrence Purtill  
Jeffery Williams  
Ana Duarte Spencer

Council on Postsecondary Education members absent:

Rachelle Green and Marcy Reyes

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  
Jill Olson-Crowley, Assistant to the Commissioner, Special Liaison to the Council on Postsecondary Education

Community College of Rhode Island (CCRI) participants: President Meghan Hughes, Rosemary Costigan, Vice President of Academic Affairs, Alix Ogden, Vice President of Administration and External Relations, and other staff members.

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Rhode Island College (RIC) participants: President Jack Warner and James Tweed, Dean of Enrollment Management, and other staff members.

### **1. Acceptance of the Agenda**

Chair Caprio asked for a motion to accept the agenda for the meeting of February 15, 2023

On a motion made by Jeffery Williams and seconded by Thomas Izzo, it was:

VOTED:	THAT	The Council on Postsecondary Education accept the agenda for the meeting of February 15, 2023.
	VOTE:	6 members voted in the affirmative and 0 members voted in the negative.
	YEAS:	David Caprio, Dennis Duffy, Thomas Izzo, Michael Mello, Lawrence Purtill, and Jeffery Williams.
	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 January 4, 2023.

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

VOTED:	THAT	The Council on Postsecondary Education approve the minutes of the meeting that took place on January 4, 2023, as presented.
	VOTE:	5 members voted in the affirmative and 0 members voted in the negative.
	YEAS:	David Caprio, Dennis Duffy, Thomas Izzo, Michael Mello, and Lawrence Purtill.
	NAYS:	0
	ABSTAINS:	1 Jeffery Williams

### **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 has not met since the last Council meeting and there was no report.

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

Chair Michael Mello reported that the committee met on February 1, 2023, and Interim Provost Carolyn Masters summarized Notices of Change regarding RIC's Certificate of Graduate Study in Healthcare Administration, Certificate of Undergraduate Study in Geographic Information Systems, and BA in Geography. He shared that Vice President Rosemary Costigan and her team summarized Notices of Change regarding the following programs at CCRI: Certificate Programs, Court Reporting, Surgical Technology; Mental Health & Wellness, Case Management, Web Technology, Associate Degree Programs, Computer Programming, and Web Technology. Chair Mello indicated that through this report he is providing the Council with these Notices of Change.

Lastly, Chair Mello stated that during their meeting the committee members also engaged in a lively discussion about strengthening partnerships with high schools, in particular guidance personnel, to cultivate and showcase guided pathways.

**C. Personnel Committee**

Director of Labor Relations, Anne Marie Coleman, reported on behalf of Chair, Rachelle Green, that the Committee has not met since the last Council meeting and there was no report.

**D. Joint Alternate Retirement Plan Committee**

Chair Zachary Saul reported that the Committee has not met since the last Council meeting and there was no report. Chair Saul also indicated that the transition to the TIAA single record keeper has been completed.

**5. Reports from the Presidents**

**A. Community College of Rhode Island**

1. College Updates
2. Enrollment and Student Services
3. Academic Affairs
4. Division of Workforce Partnerships

5. CCRI Foundation and Alumni Association

Chair Caprio asked if there were any questions for President Hughes regarding CCRI's report. There were none.

**B. Rhode Island College**

1. Update on Enrollment
2. Update on Facilities

Chair Caprio asked if there were any questions or comments for President Warner regarding RIC's report. Council Member Dennis Duffy inquired about the fall admissions increase. Dean of Enrollment Management, James Tweed, responded that this increase is attributed to recruitment efforts. He stated that there are increases in applications, admissions as well as gross deposits. Council Member Jeffery Williams asked about the demographic data for the increases in admissions and requested that a breakdown in data, including demographics, household incomes, race, and ethnicity be provided to the Council.

Council Member Ana Duarte Spencer commented that she was happy about the increases. Member Duarte Spencer said she would like more updates on the progress of the SAT requirements being removed for students being admitted to the teacher preparation programs. President Warner stated that he would provide data as soon as it was completed.

**6. Discussion Item**

- A. Community College of Rhode Island's NECHE Reaccreditation Overview  
Rosemary A. Costigan, Ph.D., R.N. Vice President for Academic Affairs

President Hughes thanked the Council for providing the time to present an overview of CCRI's NECHE Reaccreditation. Vice President Costigan shared that CCRI's preparation has been underway since last year and will continue throughout the year. The site visit will begin on March 3, 2024, with a kick-off dinner and continue through March 6, 2024.

Vice President Costigan stated that the role of the Council is to review the standards for accreditation, specifically Standard Three (3) on Organization and Governance as well as participate in feedback sessions.

Commissioner Gilkey shared that this is a huge lift for the institution and asked that he and the OPC staff are contacted for any support that is needed. Council Member Duarte Spencer shared that she attended a workshop organized by Vice President Costigan and many students were engaged. She encouraged this to be done more often. Member Duarte Spencer also shared that students were concerned about transfer and inquired about the status of this issue. Commissioner Gilkey stated that this would be presented at a future Council meeting.

**7. Action Items**

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- A. Approval of the Community College of Rhode Island’s new classification of Manager, Academic and Faculty Initiatives as recommended by the Personnel Review Committee.

Chair Caprio called for a motion that the Council approve the Community College of Rhode Island’s new classification of Manager, Academic and Faculty Initiatives, as recommended by the Personnel Review Committee.

On a motion duly made by Michael Mello and seconded by Jeffery Williams, it was:

VOTED:        THAT        The Council on Postsecondary Education approve the Community College of Rhode Island’s new classification of Manager, Academic and Faculty Initiatives. as recommended by the Personnel Review Committee.

VOTE:                6 members voted in the affirmative and 0 members voted in the negative.

YEAS:                David Caprio, Dennis Duffy, Thomas Izzo, Michael Mello, Lawrence Purtill, and Jeffery Williams.

NAYS:                0

ABSTAINS:        0

- B. Approval of Rhode Island College’s new classification of College Registrar as recommended by the Personnel Review Committee.

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

On a motion duly made by Michael Mello and seconded by Dennis Duffy, it was:

VOTED:        THAT        The Council on Postsecondary Education approve Rhode Island College’s new classification of College Registrar, as recommended by the Personnel Review Committee.

VOTE:                6 members voted in the affirmative and 0 members voted in the negative.

YEAS:                David Caprio, Dennis Duffy, Thomas Izzo, Michael Mello, Lawrence Purtill, and Jeffery Williams.

NAYS: 0

ABSTAINS: 0

- C. Approval of a Memorandum of Understanding (MOU) between the Department of International and Cross-Strait Education of the Ministry of Education, Republic of China (Taiwan) and the Council on Postsecondary Education, regarding the strengthening of education and learning related linkages between Taiwan and the State of Rhode Island.

Chair Caprio called upon Commissioner Gilkey who introduced Lilian Hung and Cynthia Huang, from the Taipei Economic and Cultural Office in Boston who joined the meeting via zoom. Cynthia Huang, Education Director of Taipei Economic and Cultural Office (TECO) in Boston thanked Commissioner Gilkey, the Council, and RI legislators who have supported the MOU regarding the strengthening of education and learning-related linkages between Taiwan and the State of Rhode Island.

Chair Caprio called for a motion that the Council on Postsecondary Education approve a Memorandum of Understanding (MOU) between the Department of International and Cross-Strait Education of the Ministry of Education, Republic of China (Taiwan) and the Council on Postsecondary Education, regarding the strengthening of education and learning-related linkages between Taiwan and the State of Rhode Island.

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

VOTED: THAT The Council on Postsecondary Education approve a Memorandum of Understanding (MOU) between the Department of International and Cross-Strait Education of the Ministry of Education, Republic of China (Taiwan) and the Council on Postsecondary Education, regarding the strengthening of education and learning-related linkages between Taiwan and the State of Rhode Island.

VOTE: 6 members voted in the affirmative and 0 members voted in the negative.

YEAS: David Caprio, Dennis Duffy, Thomas Izzo, Michael Mello, Lawrence Purtill, and Jeffery Williams.

NAYS: 0

ABSTAINS: 0

## 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 potential litigation, pursuant to R.I.G.L. §42-46-5(a)(2). None
- C. Discussion regarding litigation- V. Arocho v. Community College of Rhode Island et al., KC 2023-0017, pursuant to R.I.G.L. §42-46-5(a)(2).

On a motion duly made by Lawrence Purtill and seconded by Michael Mello, 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 potential litigation, pursuant to R.I.G.L. §42-46-5(a)(2).
- C. Discussion regarding litigation- V. Arocho v. Community College of Rhode Island et al., KC 2023-0017, pursuant to R.I.G.L. §42-46-5(a)(2).

VOTE:        6 members voted in the affirmative and 0 members voted in the negative.

YEAS        David Caprio, Dennis Duffy, Thomas Izzo, Michael Mello, Lawrence Purtill, and Jeffery Williams.

NAYS:        0

ABSTAINS:  0

**The Council entered Executive Session at 7:20 PM.**

**The Council reconvened in Open Session at 7:50 PM.**

Chair Caprio called for a motion that the Council on Postsecondary Education seal the minutes of the Executive Session held on February 15, 2023.

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

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VOTED: THAT The Council on Postsecondary Education seal the minutes of the Executive Session held on February 15, 2023.

VOTE: 6 members voted in the affirmative and 0 members voted in the negative.

YEAS: David Caprio, Dennis Duffy, Thomas Izzo, Michael Mello, Lawrence Purtill, and Jeffery Williams.

NAYS: 0

ABSTAINS: 0

**9. Additional Action Items**

- A. Ratification of the three-year collective bargaining agreement with the Council on Postsecondary Education and Drivers' Education Association

Chair Caprio called for a motion that the Council on Postsecondary Education approve the three-year collective bargaining agreement with the Council on Postsecondary Education and Drivers' Education Association

On a motion duly made by Dennis Duffy and seconded by Thomas Izzo, it was:

VOTED: THAT The Council on Postsecondary Education approve the three-year collective bargaining agreement with the Council on Postsecondary Education and Drivers' Education Association

VOTE: 6 members voted in the affirmative and 0 members voted in the negative.

YEAS: David Caprio, Dennis Duffy, Thomas Izzo, Michael Mello, Lawrence Purtill, and Jeffery Williams.

NAYS: 0

ABSTAINS: 0

**10. Next Meeting**

Chair Caprio stated that the next meeting of the Council on Postsecondary Education will be on March 15, 2023, at 5:30 PM at Rhode Island College.

**11. Adjourn**



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Chair Caprio called for a motion to adjourn the meeting.

On a motion duly made by Jeffery Williams and seconded by Lawrence Purtill, it was:

VOTED:	THAT	The Council on Postsecondary adjourn the meeting of February 15, 2023.
	VOTE:	6 members voted in the affirmative and 0 members voted in the negative.
	YEAS:	David Caprio, Dennis Duffy, Thomas Izzo, Michael Mello, Lawrence Purtill, and Jeffery Williams.
	NAYS:	0
	ABSTAINS:	0

The meeting adjourned at 7:51 PM.