



**Meeting of the Council on Postsecondary Education
Finance and Facilities Committee**

**Friday, March 10, 2023
Rhode Island Office of the Postsecondary Commissioner
560 Jefferson Boulevard
Warwick, RI 02886
12:00 PM**

MEETING MINUTES

Acting Chair Thomas Izzo called this meeting to order at 12:00 PM and acknowledged that a quorum was present.

Committee members present:

Thomas Izzo
Marcy Reyes

Committee member absent:

Chair Dennis Duffy

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

Zachary Saul, Chief Financial Officer
Ronald Cavallaro, General Counsel
Tom Pearce, Operations Manager
Jill Olson-Crowley Assistant to the Commissioner

Community College of Rhode Island (CCRI) participants:

Alix Ogden, Special Advisor to the President
Richard Sullivan, Vice President for Administration and Finance
Annemarie McMahon, Director, Budget and Financial Planning

1. Acceptance of the Agenda

Acting Chair Izzo called for a motion that the Finance and Facilities Committee accept the agenda for the meeting of March 10, 2023.

On a motion duly made by March Reyes and seconded by Thomas Izzo, it was:

VOTED: THAT The Finance and Facilities Committee
accept the agenda for the meeting of

March 10, 2023.

VOTE:	2 members voted in the affirmative and 0 Members voted in the negative.
YEAS:	Thomas Izzo and Marcy Reyes
NAYS:	0
ABSTAINS:	0

2. Approval of Minutes

Acting Chair Izzo asked for a motion to approve the minutes from the November 30, 2022 meeting.

On a motion duly made by Marcy Reyes and seconded by Thomas Izzo, it was:

VOTED:	THAT	The Finance and Facilities Committee accept the minutes for the meeting of November 30, 2022.
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VOTE:	2 members voted in the affirmative and 0 members voted in the negative.
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YEAS:	Thomas Izzo and Marcy Reyes
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NAYS:	0
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ABSTAINS:	0
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3. Action Items

- A. Approval of a recommendation to the Council on Postsecondary Education for its approval of the Community College of Rhode Island's FY23 Voluntary Retirement Incentive Program.

Acting Chair Izzo asked for a motion to approve a recommendation to the Council on Postsecondary Education for its approval of the Community College of Rhode Island's FY23 Voluntary Retirement Incentive Program.

Acting Chair Izzo then asked Alix Ogden, Special Advisor to the President, or Richard Sullivan, Vice President for Administration and Finance at the Community College of Rhode Island to share more detail about the action item.

Alix Ogden shared that this is the fifth (5th) retirement incentive that is being offered in the last six (6) years. They have all been successful and CCRI is expecting about 30% participation of the employees who are eligible for retirement. She also indicated that this enables the school to redistribute faculty so that the right people are in all the disciplines,

and it also brings new teachers with innovations and allows for an increase in faculty diversity

Vice President Sullivan indicated that assuming 30% of those eligible participate the financial savings in FY2024 would be approximately \$900,000.

Committee member Marcy Reyes inquired about the methods for resourcing new and diverse faculty. Alix Ogden stated that CCRI is making an investment in the talent acquisition unit and shared that they are looking to develop relationships with HSBCUs and with strategic career offices to strengthen the pipeline into the faculty at CCRI.

Committee member Reyes also asked if there were concerns about removing tenured professors and bringing in new faculty and inquired if surveys had been sent to students. Alix Ogden replied that students are asked to complete surveys at the completion of each course.

Acting Chair Izzo inquired about the reaction of those who are eligible but don't choose the incentive. Alix Ogden shared that some never take advantage of it and others see it as a great incentive. She stated the reasons are very individual.

Acting Chair Izzo inquired if any of the full-time positions are being transitioned into adjunct positions by the vacancies being created. General Counsel Ronald Cavallaro responded that hiring must happen according to the requirements of applicable collective bargaining agreements as well as Council policy.

On a motion duly made by Marcy Reyes and seconded by Thomas Izzo, it was:

VOTED:	THAT	The Finance and Facilities Committee approve a recommendation to the Council on Postsecondary Education for its approval of the Community College of Rhode Island's FY23 Voluntary Retirement Incentive Program.
	VOTE:	2 members voted in the affirmative and
	0	members voted in the negative.
	YEAS:	Thomas Izzo and Marcy Reyes
	NAYS:	0
	ABSTAINS:	0

Annemarie McMahon, Richard Sullivan, and Alix Ogden left the meeting at 12:17 PM.

- B. Approval of a recommendation to the Council on Postsecondary Education for its approval of the lease between the Office of the Postsecondary Commissioner

(OPC)/Council on Postsecondary Education and the Dixon Street Realty LLC for Classroom and CNA Lab Space at 116 High Street, Westerly, RI.

Acting Chair Izzo asked for a motion to approve a recommendation to the Council on Postsecondary Education for its approval of the lease between the Office of the Postsecondary Commissioner (OPC)/Council on Postsecondary Education and the Dixon Street Realty LLC for Classroom and CNA Lab Space at 116 High Street, Westerly, RI.

General Counsel Ronald Cavallaro stated that the lease has now been negotiated with the Landlord. It has a base term of two (2) years, then two (2), one (1) year options. The rent is \$3,400 per month for 4,000 square feet. The lease was modeled after the State's standard lease which was also the basis for Woonsocket Education Center's lease.

Operations Manager Tom Pearce shared that the space will be beneficial and there is ample parking both on-site and at an auxiliary lot close by. Committee member Reyes inquired who the target audience is. Tom Pearce responded that the CNA course will be marketed to the region and will run three (3) times a year, partnering with a local nursing home, and the Westerly Health Center, to fulfill the clinical hours requirement. It will be taught by the Community College of Rhode Island. Tom shared he anticipated three (3) cohorts per year, as each run for 10 weeks.

On a motion duly made by Marcy Reyes and seconded by Thomas Izzo, it was:

VOTED:	THAT	The Finance and Facilities Committee approve a recommendation to the Council on Postsecondary Education for its approval of the lease between the Office of the Postsecondary Commissioner (OPC)/Council on Postsecondary Education and the Dixon Street Realty LLC for Classroom and CNA Lab Space at 116 High Street, Westerly, RI.
	VOTE:	2 members voted in the affirmative and 0 members voted in the negative.
	YEAS:	Thomas Izzo and Marcy Reyes
	NAYS:	0
	ABSTAINS:	0

4. Adjourn

Acting Chair Izzo stated that the next meeting of the Finance and Facilities Meeting will be

announced soon. He thanked everyone for their attendance and participation during the committee meeting and asked for a motion to adjourn the meeting.

On a motion duly made by Marcy Reyes and seconded by Thomas Izzo, it was:

VOTED:	THAT	The Finance and Facilities Committee adjourn the meeting of March 10, 2023.
	VOTE:	2 members voted in the affirmative and 0 Members voted in the negative.
	YEAS:	Thomas Izzo and Marcy Reyes
	NAYS:	0
	ABSTAINS:	0

The meeting adjourned at 12:29 PM.