



**Meeting of the Council on Postsecondary Education**  
Wednesday, April 17, 2024

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

Chair David Caprio called this meeting to order at 6:10 p.m. and acknowledged that a quorum was present.

**Council on Postsecondary Education members present:**

David Caprio, Chair, Council on Postsecondary Education  
Rachelle Green  
Thomas Izzo  
Lawrence Purtill  
Marcy Reyes  
Ana Duarte Spencer

**Council on Postsecondary Education members absent:**

Dennis Duffy  
Michael Grey  
Michael Mello  
Jeffery Williams

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

Shannon Gilkey, Commissioner  
Ronald Cavallaro, Esq., General Counsel  
Anne Marie Coleman, Vice President of Labor Relations  
Greg Ebner, Assistant Commissioner of Academics and Student Affairs  
Zachary Saul, Chief Financial Officer  
Beth Bailey, Chief Communications Officer  
Jackie Xiong, Executive Assistant to the Commissioner, Special Liaison to the Council on Postsecondary Education

**Rhode Island College staff present:**

Jack Warner, Interim President

Clark Green, Senior Advisor to the President and Chief of Staff  
Sara Enright, Interim Vice President for Administration and Finance  
Jenifer Giroux, Vice President of Corporate Relations and Professional Studies  
Cindy Kozil, Vice President for Student Success  
Carolynn Masters, Vice President of Academic Affairs, and other staff members  
James Tweed, Dean of Enrollment Management

**Community College of Rhode Island staff present:**

Rosemary Costigan, Interim President  
Allyson Handley, Interim Vice President for Academic Affairs  
Roger Hart, Professor  
Jennie Johnson, Vice President, Division of Workforce Partnerships  
Amy Kempe, Chief of Staff  
Rich Sullivan, Vice President, Administration & Finance

**1. Acceptance of the Agenda**

Chair David Caprio began by congratulating President Rosemary Costigan on her recent Education Industry Leader award presented to her by the Providence Business New's 2024 Business Awards.

Chair Caprio then shared the sad news of passing of Raymond DiPasquale, former Community College of Rhode Island President, and Education Commissioner. President Rosemary Costigan and President Jack Warner expressed heartfelt tributes to their friend and colleague, Raymond DiPasquale.

Chair Caprio asked for a motion to accept the agenda for the meeting of April 17, 2024.

On a motion made by Lawrence Purtill and seconded by Rachelle Green.

Chair Caprio then asked for a motion that the agenda for the meeting be amended to add to Item 4B, the following notice of change to Rhode Island College's academic programs:

- i. New concentration in HCA
- ii. New Program in AI
- iii. Deletion of Web Development Minor
- iv. New certificate in Professional Writing

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

VOTED:            THAT            The Council on Postsecondary Education accept the motion to amend the agenda to add to Item 4B, the following notice of change to Rhode Island College's academic programs:

- i. New concentration in HCA

- ii. New Program in AI
- iii. Deletion of Web Development Minor
- iv. New certificate in Professional Writing

VOTE: 5 members voted in the affirmative and 0 members voted in the negative.

YEAS: David Caprio, Rachelle Green, Thomas Izzo, Lawrence Purtill, and Marcy Reyes

NAYS: 0

ABSTAINS: 0

Chair Caprio announced that motion to amend the agenda was approved.

It was then,

VOTED: THAT The Council on Postsecondary Education accept the agenda for the meeting of April 17, 2024, as amended.

VOTE: 5 members voted in the affirmative and 0 members voted in the negative.

YEAS: David Caprio, Rachelle Green, Thomas Izzo, Lawrence Purtill, and Marcy Reyes

NAYS: 0

ABSTAINS: 0

## 2. Approval of the minutes

### A. Minutes of the March 13, 2024, CPE Meeting.

Chair Caprio called for a motion that the Council on Postsecondary Education approve the minutes of the meeting that took place on March 13, 2024.

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

VOTED: THAT The Council on Postsecondary Education approve the minutes of the meeting that took place on March 13, 2024, as presented.

VOTE: 4 members voted in the affirmative and 0 members voted in the negative.

YEAS: David Caprio, Rachelle Green, Lawrence Purtill,  
and Marcy Reyes.

NAYS: 0

ABSTAINS: Thomas Izzo

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

Chair Caprio asked if there were any question for Commissioner Shannon Gilkey regarding his report. There were none.

Commissioner Gilkey commented on the progress of the college's attainment rate and addressed the implication of the FASFA form.

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

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

Chief Financial Officer, Zachary Saul, reported that the Finance and Facilities Committee last met on April 10, 2024, where the committee approved two actions items. Mr. Saul further informed the Council that the committee received an overview of the Cyber Security and Emerging Technology, as well as an overview of the Education Center Utilization report from the Office of Postsecondary Education. Lastly, Mr. Saul informed the Council that the committee discussed the Tower Street Center in executive session.

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

Council Member Lawrence Purtill reported that the committee last met on April 3, 2024. Council Member Purtill notified the council of the notice of changes to the Rhode Island College's academic programs including the new concentration in Health Care Administration (HCA), new program in AI, deletion of web development minor, new certificate in professional writing.

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

Chair Rachelle Green reported that the Personnel 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. Community College of Rhode Island**

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

From her report, President Costigan highlighted the thirty-nine graduates from basic training with the Offshore Wind at the CCRI Flanagan Campus. President Costigan also informed the Council of the college's Congressionally Directed Spending (CDS) Awards that will help launch Community First and for the Justice-Involved Pathways CDS proposal at CCRI.

**B. Rhode Island College**

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

President Warner highlighted the women's basketball team, the successful Cyber Security Event, as well as the increase in applications at Rhode Island College. President Warner also addressed his concerns with the errors with he FAFSA report.

Council Member Marcy Reyes inquired about the errors regarding FAFSA.

President Costigan answered Member Reyes question and provided additional information related to FAFSA.

Chair Caprio complimented the women's basketball team and commented on bringing attention to equity and equal pay.

**6. Action Item**

- A. Approval of the new classification of Dean of Career and Technical Education and Community Partnerships at the Community College of Rhode Island as recommended by the Personnel Review Committee.

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

VOTED:            THAT            The Council on Postsecondary Education approve Approval of the new classification of Dean of Career and Technical Education and Community Partnerships at the Community College of Rhode Island as recommended by the Personnel Review Committee.

VOTE:            5 members voted in the affirmative and 0 members voted in the negative.

YEAS:            David Caprio, Rachelle Green, Thomas Izzo, Lawrence Purtill, and Marcy Reyes

NAYS:            0

ABSTAINS:      0

**B.** Approval of the reclassification of the Chief Human Resource Officer at Rhode Island College as recommended by the Personnel Review Committee.

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

VOTED:            THAT            The Council on Postsecondary Education approve the new classification of the reclassification of the Chief Human Resource Officer at Rhode Island College as recommended by the Personnel Review Committee.

                         VOTE:            5 members voted in the affirmative and 0 members voted in the negative.

                         YEAS:            David Caprio, Rachelle Green, Thomas Izzo, Lawrence Purtill, and Marcy Reyes.

                         NAYS:            0

                         ABSTAINS:      0

**C.** Approval of awarding tenure at:

- 1) The Community College of Rhode Island effective July 1, 2024, to Roger Hart – Physics, Mary Kitzmiller – Nursing, Jillian Lang – Library, Sabine Moritz – Biology, Daniel Petrin – Social Sciences, Amanda Petrus – Chemistry, Laura Picraux – Chemistry, Julie Resendes – Nursing, Aaron Schrank – Mathematics, Joseph Silva – Art, Art History & Design, Louis Turchetta – Psychology, Krista Wilhelmsen – Performing Arts

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

VOTED:            THAT            The Council on Postsecondary Education approve the awarding tenure at the Community College of Rhode Island effective July 1, 2024, to:

                         Roger Hart – Physics  
                         Mary Kitzmiller – Nursing  
                         Jillian Lang - Library  
                         Sabine Moritz - Biology  
                         Daniel Petrin – Social Sciences  
                         Amanda Petrus - Chemistry  
                         Laura Picraux - Chemistry  
                         Julie Resendes - Nursing  
                         Aaron Schrank - Mathematics  
                         Joseph Silva – Art, Art History & Design  
                         Louis Turchetta - Psychology

Krista Wilhelmsen – Performing Arts

VOTE: 5 members voted in the affirmative and 0 members voted in the negative.

YEAS: David Caprio, Rachelle Green, Thomas Izzo, Lawrence Purtill, and Marcy Reyes

NAYS: 0

ABSTAINS: 0

2) Rhode Island College effective July 1, 2024, to:

Amélie Allard- Anthropology, Sheri Boucher - Undergraduate Nursing

April Kiser- History, Linda Mendonça- Undergraduate Nursing, Beth

Pinheiro- Elementary Education, Penni Sadlon- Undergraduate Nursing

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

VOTED: THAT The Council on Postsecondary Education approve the awarding tenure at the Rhode Island College effective July 1, 2024, to:

Amélie Allard- Anthropology

Sheri Boucher - Undergraduate Nursing

April Kiser- History

Linda Mendonça- Undergraduate Nursing

Beth Pinheiro- Elementary Education

Penni Sadlon- Undergraduate Nursing

VOTE: 5 members voted in the affirmative and 0 members voted in the negative.

YEAS: David Caprio, Rachelle Green, Thomas Izzo, Lawrence Purtill, and Marcy Reyes

NAYS: 0

ABSTAINS: 0

**D.** Approval of awarding degrees:

1) The Rhode Island College

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

VOTED: THAT The Council on Postsecondary Education approve the conferral of degrees, diplomas, and certificates to those students who have completed their

academic requirements at Rhode Island College.

VOTE: 5 members voted in the affirmative and 0 members voted in the negative.

YEAS: David Caprio, Rachelle Green, Thomas Izzo, Lawrence Purtill, and Marcy Reyes

NAYS: 0

ABSTAINS: 0

2) Community College of Rhode Island

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

VOTED: THAT The Council on Postsecondary Education approve the conferral of degrees, diplomas, and certificates to those students who have completed their academic requirements at the Community College of Rhode Island's Class of 2024.

VOTE: 5 members voted in the affirmative and 0 members voted in the negative.

YEAS: David Caprio, Rachelle Green, Thomas Izzo, Lawrence Purtill, and Marcy Reyes

NAYS: 0

ABSTAINS: 0

- E.** Approval of the first amendment to the sub-lease agreement by and between Rhode Island College, by and through its governing council, the Rhode Island Council on Postsecondary Education, and the Central Falls School District for use of facilities at the Rhode Island College Workforce Development Hub located at 934 Dexter Street, Central Falls, Rhode Island, as recommended by the Finance and Facilities Committee.

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

VOTED: THAT The Council on Postsecondary Education approve the first amendment to the sub-lease agreement by and between Rhode Island College, by and through its governing council, the Rhode Island Council on Postsecondary Education, and the Central Falls School District for use of facilities at the Rhode Island College Workforce Development Hub



located at 934 Dexter Street, Central Falls, Rhode Island, as recommended by the Finance and Facilities Committee.

VOTE: 5 members voted in the affirmative and 0 members voted in the negative.

YEAS: David Caprio, Rachelle Green, Thomas Izzo, Lawrence Purtill, and Marcy Reyes

NAYS: 0

ABSTAINS: 0

- F. Approval of the amendment to the lease agreement by and between the Rhode Island Office of the Postsecondary Commissioner, by and through its governing council, the Rhode Island Council on Postsecondary Education and J & C Luzzi Homes, LLC for the lease of space, as indicated in the original lease agreement dated March 15, 2023, at 116 High Street, Westerly, Rhode Island, as recommended by the Finance and Facilities Committee.

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

VOTED: THAT The Council on Postsecondary Education approve the amendment to the lease agreement by and between the Rhode Island Office of the Postsecondary Commissioner, by and through its governing council, the Rhode Island Council on Postsecondary Education and J & C Luzzi Homes, LLC for the lease of space, as indicated in the original lease agreement dated March 15, 2023, at 116 High Street, Westerly, Rhode Island, as recommended by the Finance and Facilities Committee.

VOTE: 5 members voted in the affirmative and 0 members voted in the negative.

YEAS: David Caprio, Rachelle Green, Thomas Izzo, Lawrence Purtill, and Marcy Reyes

NAYS: 0

ABSTAINS: 0

## 7. Executive Session

Chair Caprio called for a motion that the Council enter 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).
- C. Discussion regarding the lease of real property for public purposes, pursuant to R.I.G.L. §42-46-5(a)(5).

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

VOTED:            THAT            The Council on Postsecondary Education 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).
- C. Discussion regarding the lease or real property for public purposes, pursuant to R.I.G.L. §42-46-5(a)(5).

VOTE:            5 members voted in the affirmative and  
0 members voted in the negative.

YEAS:            David Caprio, Rachelle Green, Thomas Izzo,  
Lawrence Purtill, and Marcy Reyes.

NAYS :            0

ABSTAINS:      0

**The Council entered Executive Session at 6:45 PM.  
The Council reconvened in Open Session at 7:10 PM.**

Chair Caprio called for a motion that the Council on Postsecondary Education seal the minutes of the Executive Session held on April 17, 2024.

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

VOTED:            THAT            The Council on Postsecondary Education seal the minutes of the Executive Session held on April 17, 2024.

VOTE: 5 members voted in the affirmative and 0 members voted in the negative.

YEAS: David Caprio, Rachelle Green, Thomas Izzo, Lawrence Purtill, and Marcy Reyes.

NAYS: 0

ABSTAINS: 0

## 8. Additional Action Item

- A. Approval of the Letter of Intent to enter into discussions/negotiations with Tower Street Center, LLC regarding the potential lease of space in the Tower Street Project located at 83 Tower Street in Westerly, Rhode Island.

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

VOTED: THAT The Council on Postsecondary Education approve the Letter of Intent to enter into discussions/negotiations with Tower Street Center, LLC regarding the potential lease of space in the Tower Street Project located at 83 Tower Street in Westerly, Rhode Island.

VOTE: 5 members voted in the affirmative and 0 members voted in the negative.

YEAS: David Caprio, Rachelle Green, Thomas Izzo, Lawrence Purtill, and Marcy Reyes.

NAYS: 0

ABSTAINS: 0

## 9. Next Meeting

Chair Caprio stated that the next Council on Postsecondary Education meeting will be on June 26, 2024, at 5:30 PM at the Rhode Island Nursing Education Center.

## 10. Adjourn

Chair Caprio called for a motion to adjourn the meeting.

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

VOTED: THAT The Council on Postsecondary adjourn the meeting

on April 17, 2024.

VOTE: 5 members voted in the affirmative and  
0 members voted in the negative.

YEAS: David Caprio, Rachelle Green, Thomas Izzo,  
Lawrence Purtill, and Marcy Reyes.

NAYS: 0

ABSTAINS: 0

**The meeting adjourned at 7:11 PM.**