



**Council on Postsecondary Education  
Personnel Committee Meeting  
Thursday, February 22, 2024, 2:30 PM**

**Rhode Island Nursing Education Center  
350 Eddy Street  
Providence, RI 02903  
Room 326**

**MEETING MINUTES**

Chair Rachelle Green called this meeting to order at 2:50 PM and acknowledged that a quorum was present.

Committee members present:  
Rachelle Green, Chair  
David Caprio

Rhode Island Office of the Postsecondary Commissioner (RIOPC) staff and others present:  
Ronald Cavallaro, General Counsel

**1. Acceptance of the Agenda**

Chair Green called for a motion that the Personnel Committee accept the agenda for the meeting of February 22, 2024

On a motion duly made by David Caprio and seconded by Rachelle Green it was:

VOTED:	THAT	The Personnel Committee accept the agenda for the meeting of February 22, 2024.
	VOTE:	2 members voted in the affirmative and 0 members voted in the negative.
	YEAS:	David Caprio and Rachelle Green
	NAYS:	0

ABSTAINS: 0

## 2. Approval of the Minutes

Chair Green called for a motion that the Personnel Committee approve the minutes for the meeting of September 25, 2023.

On a motion duly made by David Caprio and seconded by Rachelle Green it was:

VOTED:            THAT            The Personnel Committee approve the minutes for the meeting on September 25, 2023.

VOTE:            2 members voted in the affirmative and 0 members voted in the negative.

YEAS:            David Caprio and Rachelle Green

NAYS:            0

ABSTAINS: 0

## 3. Executive Session

Chair Green called for a motion that the Personnel Committee enter Executive Session for the following items:

- a. Discussion regarding Interim President Rosemary Costigan's annual evaluation, pursuant to R.I.G.L. §42-46-5(a)(1).

On a motion duly made by David Caprio and seconded by Rachelle Green, it was:

VOTED:            THAT            The Personnel Committee enter into Executive Session for a discussion regarding Interim President Costigan's annual evaluation, pursuant to R.I.G.L. §42-46-5(a)(1).

VOTE:            2 members voted in the affirmative and 0 members voted in the negative.

YEAS            David Caprio and Rachelle Green

NAYS:            0

ABSTAINS: 0

Chair Green noted that President Costigan had been notified of his right to have this discussion take place in Open Session, and that no objection to proceeding in Executive Session had been received.

The Committee entered Executive Session at 2:53PM.

The Committee reconvened in Open Session at 3:40 PM.

Chair Green called for a motion that the Personnel Committee seal the minutes of the Executive Session held on February 22, 2024.

On a motion duly made by David Caprio and seconded by Rachelle Green, it was:

VOTED:	THAT	The Personnel Committee seal the minutes of the Executive Session held on February 22, 2024.
	VOTE:	2 members voted in the affirmative and 0 members voted in the negative.
	YEAS:	David Caprio and Rachelle Green
	NAYS:	0
	ABSTAINS:	0

#### **4. Additional Action Item**

- a.** Approval of the recommendation to the Council regarding the extension of Interim President Rosemary Costigan’s employment Contract.

Chair Green called for a motion that the Personnel Committee approve the recommendation to the Council regarding the extension of Interim President Rosemary Costigan’s employment Contract.

On a motion duly made by David Caprio and seconded by Rachelle Green it was:

VOTED:	THAT	The Personnel Committee recommend to the Council that it extend Interim President Rosemary Costigan’s employment contract for one year (to June 30, 2025).
	VOTE:	2 members voted in the affirmative and 0 members voted in the negative.

YEAS: David Caprio and Rachelle Green

NAYS: 0

ABSTAINS: 0

## 5. Adjourn

Chair Green called for a motion to adjourn the meeting.

On a motion duly made by David Caprio and seconded by Rachelle Green, it was:

VOTED: THAT The Personnel Committee adjourn the meeting of February 22, 2024.

VOTE: 2 members voted in the affirmative and 0 members voted in the negative.

YEAS: David Caprio and Rachelle Green

NAYS: 0

ABSTAINS: 0

The meeting adjourned at 4:12 PM.