



Meeting of the Council on Postsecondary Education
Wednesday, December 11, 2024

Rhode Island College
600 Mount Pleasant Avenue
Providence, RI 02908, Alger Hall, Room 110
Meeting Minutes

Chair David Caprio called this meeting to order at 5:49 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
Michael Grey (entered at 6:21 p.m.)
Thomas Izzo
Marcy Reyes
Jeffery Williams
Ana Duarte Spencer (entered at 5:53 p.m.)

Council on Postsecondary Education members absent:

Michael Mello
Lawrence Purtill

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

Shannon Gilkey, Ed.D., Commissioner
Beth Bailey, Chief Communications Officer
Ronald Cavallaro, Esq., General Counsel
Anne Marie Coleman, Esq., Assistant Commissioner, Human Resources and Labor Relations
Jailene Colon, Part-Time Administrative Assistant
Molly Cote, Esq., Chief Policy Officer
Greg Ebner, Assistant Commissioner of Academic and Student Affairs
Jessica Key, Assistant Commissioner of Workforce and Executive Director of the Rhode Island Higher Education & Industry Centers
Jill Olson-Crowley, Director, Woonsocket Education Center
Zachary Saul, Chief Financial Officer
Jackie Xiong, Executive Assistant to the Commissioner and Liaison to the Council on Postsecondary Education

Rhode Island College (RIC) participants:

President Jack Warner
Sara Enright, Interim Vice President for Administration and Finance
Shelia Flemming, Interim Provost/Vice President of Academic Affairs
Jenifer Giroux, Vice President of Corporate Relations and Professional Studies
Cindy Kozil, Vice President for Student Success
Margaret A Lynch-Gadaleta, General Counsel/Interim Assistant Vice President of Human Resources
Patricia Nolin, Assistant Director College Events and Engagement
Anastasia Rodriguez, Interim Controller, Division of Administration & Finance

Community College of Rhode Island (CCRI) participants:

President Rosemary Costigan
Rich Sullivan, Vice President, Administration & Finance

1. Acceptance of the Agenda

Chair Caprio asked for a motion to accept the agenda for the meeting of December 11, 2024.

On a motion made by Jeffery Williams and seconded by Rachelle Green, it was:

VOTED:	THAT	The Council on Postsecondary Education accept the agenda for the meeting on December 11, 2024
	VOTE:	6 members voted in the affirmative and 0 members voted in the negative.
	YEAS:	David Caprio, Dennis Duffy, Rachelle Green, Thomas Izzo, Marcy Reyes, and Jeffery Williams.
	NAYS:	0
	ABSTAINS:	0

2. Approval of the minutes

A. Minutes of the October 23, 2024, CPE Meeting.

Chair Caprio asked for a motion to approve the minutes of the meeting that took place on October 23, 2024.

On a motion duly made by Marcy Reyes and seconded by Jeffery Williams, it was:

VOTED:	THAT	The Council on Postsecondary Education approve the minutes for the meeting on October 23, 2024
	VOTE:	6 members voted in the affirmative and 0 members voted in

the negative.

YEAS: David Caprio, Dennis Duffy, Rachelle Green, Thomas Izzo, Marcy Reyes, and Jeffery Williams.

NAYS: 0

ABSTAINS: 0

3. Open Forum

Chair Caprio then announced that the Council will move into Open Forum.

Executive Assistant Jackie Xiong indicated that there were no requests from individuals to speak at the Open Forum.

4. Report from the Commissioner

Commissioner Shannon Gilkey introduced Assistant Commissioner of Workforce and Executive Director of the Rhode Island Higher Education & Industry Centers, Jessica Key.

Upon Ms. Ana Duarte-Spencer's arrival, Chair Caprio took a moment to recognize and commend the Student Member Representative who served on the Board for two years. He indicated that Ms. Duarte would be stepping down this year and with that, welcomed the new Student Member Representative, Ms. Gianna Rose.

5. Report from the Committee Chairs

A. Finance and Facilities Committee

Chair Dennis Duffy, reported that the Finance and Facilities Committee last met on December 5, 2024. At the meeting, the Committee discussed the annual review of the audited financial statements of the colleges and the Commissioner's Division of Higher Education Assistance. Also at the December 5, 2024, meeting, Chair Duffy reported that the Committee reviewed a proposed amendment to a sublease agreement between Rhode Island College and Arbor E&T, LLC d/b/a Equus Workforce Solutions for space at the Central Falls facility. Chair Duffy then reported that Committee also met prior to that evening's Council Meeting on December 11, 2024. The Committee met to discuss and recommend the facilities use and license agreement, between the Office of the Postsecondary Commissioner on behalf of itself and the Council on Postsecondary Education and Skills for Rhode Island's Future for space at the Woonsocket Education Center, as well as a funding agreement with the City of Woonsocket for this use of space.

B. Academic Affairs and Student Success Committee

Assistant Commissioner Greg Ebner reported that the Committee last met on November 20, 2024. At the meeting, the Committee discussed the following notices of change/program closures at CCRI:

- a. Administrative Office Technology, Legal Administrative Assistant
- b. Professional Studies, Executive Administrative Assistant
- c. Professional Studies, Medical Administrative Assistant

- d. Travel, Tourism and Hospitality Certificate
- e. Cloud Computing- Associate in Science

It was also reported that the Committee discussed the creation of Certificate Program in Business Administration, Hospitality, and Tourism Management, as well as the Creation of Associates in Science, Surgical Technology at CCRI. Finally, Assistant Commissioner Ebner informed the Council that the Committee approved and recommended an amendment regarding the Council policy on the New England Regional Study program, as well as the authorization for the operation of Intelvio, a proprietary school within the State of Rhode Island.

C. Personnel Committee

Chair Rachelle Green reported that the Personnel Committee met prior to that evening's Council Meeting on December 11, 2024. The Committee met to discuss the CCRI Presidential Search procedure and tentative schedule.

D. Joint Alternate Retirement Plan Committee

Chair Zachary Saul reported that the Joint Alternate Retirement Plan Committee has not met since the last Council meeting.

5. Reports from the Presidents

A. Rhode Island College

President Jack Warner gave a brief overview of his report highlighting RIC's fall open house and an update on registration.

B. Community College of Rhode Island

Chair Caprio asked if there were any questions or comments for President Rosemary Costigan regarding her report. Council Member Rachelle Green inquired more information on CCRI's Multi-Craft Core Curriculum. President Costigan responded that it is an optional curriculum developed by trade unions to prepare students academically and socially to enter formal apprenticeships.

6. Discussion Items

- A.** Discussion/notification regarding the proposed amendments to Non-smoking Policy, P-13.
- B.** Discussion/notification regarding the proposed new Non-smoking Policy for Students, S-26.

Chair Caprio called upon Chief Policy Officer Molly Cote to discuss discussion items A and B. Chief Policy Officer Cote informed the Council that the main purpose is to modernize the language in the existing Non-Smoking Policy that was created in 1993 and to create an identical student policy. These two discussion items also provide the Council with the preliminary notice required for the repeal, amendment or approval of new policies under the Council's procedures.

7. Action Items

A. Approval of awarding tenure:

1) The Community College of Rhode Island

On a motion duly made by Marcy Reyes and seconded by Jeffery Williams, it was:

VOTED: THAT The Council on Postsecondary Education approve awarding tenure at the Community College of Rhode Island effective January 1, 2025, to the following faculty:

Sharon A. DePalma
Jonathan A. Dorn
Charles R. Kell
Christopher W. Ratcliffe
Alyson Snowe
Gaines A. Tyler
Kenneth P. Wilkinson
Rongfang Yang

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

YEAS: David Caprio, Dennis Duffy, Rachelle Green, Michael Grey, Thomas Izzo, Marcy Reyes, and Jeffery Williams.

NAYS: 0

ABSTAINS: 0

B. Approval of the reclassification of Director, Data Spark to Director, Rhode Island Longitudinal Data System Center, as recommended by the Personnel Review Committee.

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

VOTED: THAT The Council on Postsecondary Education approve the reclassification of Director, Data Spark to Director, Rhode Island Longitudinal Data System Center, 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, Michael Grey, Thomas Izzo, Marcy Reyes, and Jeffery Williams.

NAYS: 0

ABSTAINS: 0

Assistant Commissioner of Human Resources and Labor Relations Anne Marie Coleman briefed the Council that due to the statutory change, the titles and job descriptions of the two classification requests from the Longitudinal Data System were required in order to align with the statute.

- C.** Approval of the reclassification of Data Scientist to Senior Data Engineer at the Rhode Island Office of the Postsecondary Commissioner, as recommended by the Personnel Review Committee

On a motion duly made by Marcy Reyes and seconded by Jeffery Williams, it was:

VOTED: THAT The Council on Postsecondary Education approve the reclassification of Data Scientist to Senior Data Engineer at the Rhode Island Office of the Postsecondary Commissioner, 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, Michael Grey, Thomas Izzo, Marcy Reyes, and Jeffery Williams.

NAYS: 0

ABSTAINS: 0

- D.** Approval of Intelvio (d/b/a Phlebotomy Training Specialists), to operate as a proprietary school, within the State of Rhode Island, as recommended by the Academic Affairs and Student Success Committee.

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

VOTED: THAT The Council on Postsecondary Education approve Intelvio (d/b/a Phlebotomy Training Specialists), to operate as a proprietary school, within the State of Rhode Island, 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, Michael

Grey, Thomas Izzo, Marcy Reyes, and Jeffery Williams.

NAYS: 0

ABSTAINS: 0

Assistant Commissioner Ebner gave a brief overview of Intelvio, the multi-state company that will operate a phlebotomy training course in Rhode Island.

- E. Approval of amendments to Council Policy S-8, The New England Regional Student Program, as recommended by the Academic Affairs and Student Success Committee.

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

VOTED: THAT The Council on Postsecondary Education approve the amendments to Council Policy S-8, The New England Regional Student Program, 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, Michael Grey, Thomas Izzo, Marcy Reyes, and Jeffery Williams.

NAYS: 0

ABSTAINS: 0

- F. Approval of the audited financial statements for Rhode Island College, the Community College of Rhode Island, and the Rhode Island Office of the Postsecondary Commissioner's Division of Higher Education Assistance for the fiscal year ending June 30, 2024, to the Council on Postsecondary Education, as recommended by the Finance and Facilities Committee.

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

VOTED: THAT The Council on Postsecondary Education approve the audited financial statements for Rhode Island College, the Community College of Rhode Island, and the Rhode Island Office of the Postsecondary Commissioner's Division of Higher Education Assistance for the fiscal year ending June 30, 2024, to the Council on Postsecondary Education, 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, Michael Grey, Thomas Izzo, Marcy Reyes, and Jeffery Williams.

NAYS: 0

ABSTAINS: 0

- G.** Approval of the second amendment to the sub-lease agreement by and between Rhode Island College, by and through its governing board, the Rhode Island Council on Postsecondary Education, and Arbor E&T, LLC d/b/a Equus Workforce Solutions for the use of office space and a conference room 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 Dennis Duffy, it was:

VOTED: THAT The Council on Postsecondary Education approve the second amendment to the sub-lease agreement by and between Rhode Island College, by and through its governing board, the Rhode Island Council on Postsecondary Education, and Arbor E&T, LLC d/b/a Equus Workforce Solutions for the use of office space and a conference room 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: 7 members voted in the affirmative and 0 members voted in the negative.

YEAS: David Caprio, Dennis Duffy, Rachelle Green, Michael Grey, Thomas Izzo, Marcy Reyes, and Jeffery Williams.

NAYS: 0

ABSTAINS: 0

- H.** Approval of a Facilities Use and License Agreement by and between the Rhode Island Office of the Postsecondary Commissioner on behalf of itself and the Council on Postsecondary Education and Skills for Rhode Island's Future, for the use of office space, Room 312, for a Small Business Hub, in the Woonsocket Education Center, 95-117 Main Street, Woonsocket, RI.

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

VOTED: THAT The Council on Postsecondary Education approve the Facilities Use and License Agreement by and between the Rhode Island Office of the Postsecondary Commissioner on behalf of itself and the Council on Postsecondary Education and Skills for Rhode Island's Future, for the use of office space, Room 312, for a Small Business Hub, in the Woonsocket Education Center, 95-117 Main Street, Woonsocket, RI.

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

YEAS: David Caprio, Dennis Duffy, Rachelle Green, Michael Grey, Thomas Izzo, Marcy Reyes, and Jeffery Williams.

NAYS: 0

ABSTAINS: 0

- I. Approval of a Facilities Funding Agreement between the City of Woonsocket and the Rhode Island Office of the Postsecondary Commissioner for the funding of the Facilities Use and License Agreement by and between the Rhode Island Office of the Postsecondary Commissioner on behalf of itself and the Council on Postsecondary and Skills for Rhode Island's Future, for the use of office space, Room 312, for a Small Business Hub, in the Woonsocket Education Center, 95-117 Main Street, Woonsocket, RI.

On a motion duly made by Rachelle Green and seconded by Jeffery William, it was:

VOTED: THAT The Council on Postsecondary Education approve the Facilities Funding Agreement between the City of Woonsocket and the Rhode Island Office of the Postsecondary Commissioner for the funding of the Facilities Use and License Agreement by and between the Rhode Island Office of the Postsecondary Commissioner on behalf of itself and the Council on Postsecondary and Skills for Rhode Island's Future, for the use of office space, Room 312, for a Small Business Hub, in the Woonsocket Education Center, 95-117 Main Street, Woonsocket, RI.

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

YEAS: David Caprio, Dennis Duffy, Rachelle Green, Michael

Grey, Thomas Izzo, Marcy Reyes, and Jeffery Williams.

NAYS: 0

ABSTAINS: 0

9. 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 potential lease of real property at Rhode Island College for public purposes, pursuant to R.I.G.L. §42-46-5(a)(5).

On a motion duly made by Rachelle Green and seconded by Marcy Reyes, 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 potential lease of real property at Rhode Island College for public purposes, pursuant to R.I.G.L. §42-46-5(a)(5).

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

YEAS: David Caprio, Dennis Duffy, Rachelle Green, Michael Grey, Thomas Izzo, Marcy Reyes, and Jeffery Williams.

NAYS: 0

ABSTAINS: 0

The Council entered Executive Session at 6:18 PM.

The Council reconvened in Open Session at 7:22 PM.

Chair Caprio called for a motion that the Council on Postsecondary Education seal the minutes of the Executive Session held on December 11, 2024.

On a motion duly made by Jeffery Williams and seconded by Rachelle Green, it was:

VOTED: THAT The Council on Postsecondary Education seal the minutes of the Executive Session held on December 11, 2024.

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

YEAS: David Caprio, Dennis Duffy, Rachelle Green, Michael Grey, Thomas Izzo, Marcy Reyes, and Jeffery Williams.

NAYS: 0

ABSTAINS: 0

10. Additional Action Item

- A.** Approval for Rhode Island College to proceed with the Request for Proposal process and the subsequent negotiation of a lease for a building located on the college campus, subject to further approval by the Council.

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

VOTED: THAT The Council on Postsecondary Education approve for Rhode Island College to proceed with the Request for Proposal process and the subsequent negotiation of a lease for a building located on the college campus, subject to further approval by the Council.

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

YEAS: David Caprio, Dennis Duffy, Rachelle Green, Michael Grey, Thomas Izzo, Marcy Reyes, and Jeffery Williams.

NAYS: 0

ABSTAINS: 0

- B.** Approval of awarding tenure:

The Community College of Rhode Island

Due to a question as to whether faculty members' names were missed at the earlier vote on this Item, The Council revoted.

On a motion duly made by Marcy Reyes and seconded by Jeffery Williams, it was:

VOTED: THAT The Council on Postsecondary Education approve awarding tenure at the Community College of Rhode Island effective January 1, 2025, to the following faculty:

Sharon A. DePalma
Jonathan A. Dorn
Charles R. Kell
Christopher W. Ratcliffe
Alyson Snowe
Gaines A. Tyler
Kenneth P. Wilkinson
Rongfang Yang
Ali Khalil
Rebecca L. Shannon

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

YEAS: David Caprio, Dennis Duffy, Rachelle Green, Michael Grey, Thomas Izzo, Marcy Reyes, and Jeffery Williams.

NAYS: 0

ABSTAINS: 0

11. Next Meeting

Chair Caprio announced that the next Council on Postsecondary Education meeting will be on January 15, 2025, at 5:30 PM at the Community College of Rhode Island.

12. Adjourn

Chair Caprio called for a motion to adjourn the meeting.

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

VOTED: THAT The Council on Postsecondary adjourn the meeting of Wednesday, December 11, 2024.

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

YEAS: David Caprio, Dennis Duffy, Rachelle Green, Michael Grey, Thomas Izzo, Marcy Reyes, and Jeffery Williams.

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NAYS: 0

ABSTAINS: 0

The meeting adjourned at 7:26 PM.