



**Meeting of the Council on Postsecondary Education
Finance and Facilities Committee
Wednesday, December 11, 2024
Roberts Hall, President's Conference Room
600 Mt. Pleasant Avenue, Providence, RI 02908
4:30 PM**

Meeting Minutes

Chair Dennis Duffy called the meeting to order at 4:41 PM and acknowledged that a quorum was present.

Finance & Facilities Committee members present:

Dennis Duffy, Chair, Finance & Facilities Committee
Thomas Izzo
Marcy Reyes

Council on Postsecondary Education members present:

David Caprio, Chair

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

Shannon Gilkey, Commissioner
Zachary Saul, Chief Financial Officer
Jessica Key, Assistant Commissioner, Workforce
Ronald Cavallaro, General Counsel
Jackie Xiong, Executive Assistant to the Commissioner and Council Liaison

Rhode Island College participants:

Jack Warner, President
Sara Enright, Interim Vice President for Finance & Administration/CFO

Community College of Rhode Island participants:

Richard Sullivan, Vice President for Finance & Administration/CFO

1. Acceptance of the Agenda

Chair Duffy called for a motion that the Finance & Facilities Committee accept the agenda for the meeting of December 11, 2024.

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

VOTED:	THAT	The Finance and Facilities Committee accept the agenda for the meeting of December 11, 2024.
	VOTE:	3 members voted in the affirmative and 0 members voted in the negative
	YEAS:	Dennis Duffy, Thomas Izzo, and Marcy Reyes
	NAYS:	0
	ABSTAINS:	0

2. Approval of the Minutes from December 5, 2024 Meeting

Chair Duffy asked for a motion to approve the minutes from the December 5, 2024 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 December 5, 2024.
	VOTE:	3 members voted in the affirmative and 0 members voted in the negative
	YEAS:	Dennis Duffy, Thomas Izzo, and Marcy Reyes
	NAYS:	0
	ABSTAINS:	0

3. Action Items

- A. Approval of the recommendation to the Council on Postsecondary Education for its approval 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 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, Rhode Island.

Chair Duffy introduced the and called upon OPC's Chief Financial Officer Zachary Saul. Mr. Saul provided the Committee with brief overview of the Small Business Hub to be located at the Woonsocket Education Center. Assistant Commissioner Jessica Key provided additional information and details pertaining to the Small Business Hub. She identified the benefits of the Hub and future potential for workforce development opportunities. Commissioner Gilkey reminded the Committee that this opportunity would also increase the utilization of the Education Center. General Counsel Cavallaro informed the Committee that the agreements were reviewed and agreed upon by all parties. Also, the format of the agreements was consistent with previous agreements approved by the Council.

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

VOTED: THAT The Finance and Facilities Committee approve the recommendation to the Council on Postsecondary Education for its approval 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 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, Rhode Island.

VOTE: 3 members voted in the affirmative and
0 members voted in the negative

YEAS: Dennis Duffy, Thomas Izzo, Marcy Reyes

NAYS: 0

ABSTAINS: 0

- B. Approval of the recommendation to the Council on Postsecondary Education for its approval of 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 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, Rhode Island.

Chair Duffy introduced the item and called for a vote based on the discussion of Action Item 3A.

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

VOTED: THAT The Finance and Facilities Committee approve the recommendation to the Council on Postsecondary Education for its approval of 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 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, Rhode Island.

VOTE: 3 members voted in the affirmative and
0 members voted in the negative

YEAS: Dennis Duffy, Thomas Izzo, and Marcy Reyes

NAYS: 0

ABSTAINS: 0

4. Executive Session

Chair Duffy called for a motion that the Finance & Facilities Committee enter executive session for the following:

- A. 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 Marcy Reyes and seconded by Thomas Izzo, it was:

VOTED:	THAT	The Finance and Facilities Committee enter into Executive Session for the following: 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:	3 members voted in the affirmative and 0 members voted in the negative
	YEAS:	Dennis Duffy, Thomas Izzo, and Marcy Reyes
	NAYS:	0
	ABSTAINS:	0

The Committee entered Executive Session at 4:48 PM
The Committee reconvened in Open Session at 5:36 PM

Chair Duffy called for a motion that the Finance & Facilities Committee seal the minutes of the Executive Session held on December 11, 2024.

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

VOTED:	THAT	The Finance and Facilities Committee seal the minutes of the Executive Session held on December 11, 2024.
	VOTE:	3 members voted in the affirmative and 0 members voted in the negative
	YEAS:	Dennis Duffy, Thomas Izzo, and Marcy Reyes
	NAYS:	0
	ABSTAINS:	0

5. Adjourn

Chair Duffy asked for a motion to adjourn the meeting.

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

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VOTED:	THAT	The Finance and Facilities Committee adjourn the meeting of December 11, 2024.
	VOTE:	3 members voted in the affirmative and 0 members voted in the negative
	YEAS:	Dennis Duffy, Thomas Izzo, and Marcy Reyes
	NAYS:	0
	ABSTAINS:	0

The meeting adjourned at 5:37 PM.