



**Council on Postsecondary Education Special Meeting  
Wednesday, August 19, 2020 4:00 p.m.**

**PURSUANT TO GOVERNOR RAIMONDO'S EXECUTIVE ORDER  
20-63, THIS MEETING WAS BE HELD REMOTELY.**

**MINUTES**

Chair Timothy DelGiudice called this special meeting to order at 4:06 p.m. and acknowledged that a quorum was present via the Zoom webinar platform.

Council on Postsecondary Education members participating remotely:

Timothy DelGiudice, Chair, Council on Postsecondary Education  
Barbara Cottam, Chair, Board of Education  
Rachelle Green  
Thomas Izzo (joined the meeting at 4:56 p.m.)  
Michael Mello  
Marianne Monte (participating in the meeting via a telephone)  
Jeffery Williams

Dennis Duffy was not present for the meeting.

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

Ronald Cavallaro, Esq., Acting Commissioner, General Counsel  
Anne Marie Coleman, Director of Labor Relations  
Susan Mansolillo, Chief Financial Officer  
Dr. Tammy Warner, Assistant Commissioner, Academic and Student Affairs  
Jhanay Davis, Public Information and Communications Specialist  
Lynn Owens, Assistant to the Commissioner

Community College of Rhode Island (CCRI) remote participants:

President Meghan Hughes  
Dr. Rosemary Costigan, Vice President, Academic Affairs  
Sara Enright, Vice President, Student Affairs/Chief Outcomes Officer  
Kristen Albritton, Vice President, Finance and Strategy  
Alix Ogden, Associate Vice President, Administration  
Bobby Gondola, Associate Vice President, Institutional Advancement  
Amy Kempe, Director, Marketing and Communications

Rhode Island College (RIC) remote participants:

- President Frank Sánchez
- Clark Greene, Executive Director for Strategic Initiatives, Chief of Staff
- Robert Eaton, Director of Budget
- Dr. Helen Tate, Provost/Vice President, Academic Affairs
- Dr. Sue Pearlmitter, Former Provost/Vice President, Academic Affairs

Chair DelGiudice noted that public access was provided to attendees of this Zoom webinar in compliance with the Open Meetings Act and the provisions of the Executive Order, and provided contact information for those experiencing technical difficulties. He also noted that prior to the Council entering Executive Session, attendees would be placed on hold and the meeting would be locked. The Chair went on to share that at the conclusion of the Executive Session, the Council would return to Open Session and resume public access. He then mentioned that videos of the Open Sessions would be posted on the RIOPC Facebook page following the meeting.

**1. Acceptance of the Agenda**

Chair DelGiudice called for a motion that the Council on Postsecondary Education accept the agenda for the meeting of August 19, 2020.

On a motion duly made by Mr. Williams and seconded by Mr. Mello, it was

- VOTED:        THAT            The Council on Postsecondary Education accepts the agenda for the meeting of August 19, 2020.
- VOTE:            6 members voted in the affirmative and 0 members voted in the negative.
- YEAS:            Timothy DelGiudice, Barbara Cottam, Rachelle Green, Michael Mello, Marianne Monte, and Jeffery Williams.
- NAYS:            0
- ABSTAINS:     0

**2. Reports from the Presidents**

- A. Community College of Rhode Island- Update on the college’s enrollment projections and most recent budget situation, and the current and anticipated impact and response.

President Hughes shared an update on current enrollment and budget projections, cost sharing measures underway, and steps that may be required should the decline in enrollment or cut to state appropriation necessitate additional action. She stressed

that her focus is to both steer CCRI through the immediate crisis and ensure that the college emerges from it firmly positioned to advance its mission and continue to serve its students. As of Monday, August 17<sup>th</sup>, enrollment was down 16 percent compared to the same time last year, despite tremendous efforts by Student Affairs over the past few months to assist students in applying to CCRI. New grant opportunities were announced last week for students funded through direct student aid from the CARES Act and the CCRI Foundation. Final fall enrollment is anticipated to be down between 12 and 18 percent from last year. Based on projections, this equates to an anticipated \$8.4 million revenue shortfall to what was previously budgeted.

President Hughes noted that CCRI is planning for an \$8 million reduction in state appropriation, based on its pro rata share of the projected state revenue deficit. Combined with the \$8.4 million projected reduction in tuition revenue, the college projects a \$15 to \$17 million shortfall to the FY21 budget.

The President listed measures already taken to achieve significant cost savings, including a reduction in pay for the college's senior administration, the elimination of the 2.5% COLA for non-unionized Board of Education employees, a freeze on filling non-critical vacancies, consolidation of course offerings based on real-time enrollment, a reduction in overtime, a freeze on all college-sponsored travel, and a renegotiation of various vendor contracts. She noted that these measures will bring \$7.4 million in annualized cost savings.

President Hughes stated that CCRI will need to take further action to bring its budget into balance, including potential staff reductions, in order to meet this serious financial challenge.

In response to Council member inquiry about the cost associated with reduced student enrollment, Sara Enright stated that every percentage point is about \$600,000; the \$8.4 million is a shortfall estimate based on a 14 percent reduction in enrollment. President Hughes asserted that CCRI will continue to work diligently in order to do everything to preserve as many employees as possible.

- B. Rhode Island College- Update on the college's enrollment projections and most recent budget situation, and the current and anticipated impact and response.

President Sánchez shared a PowerPoint highlighting the latest Fall 2020 enrollment numbers and the FY2021 budget forecast. As of Monday, August 17<sup>th</sup>, overall enrollment is down 10.5% compared to this time last year (6,350 vs. 7,099). Undergraduate enrollment is down 11.3% (5,439 vs. 6,137), graduate enrollment is down 5.3% (911 vs. 962).

Regarding the FY2021 budget forecast, President Sánchez confirmed that, in previous Council presentations, the college indicated a \$10.4 million cut would be

required based on the Governor's Recommended FY2021 budget. However, he noted that if the college is funded with the same state appropriation as the FY2020 budget, a \$14.4 million cut would be required.

President Sánchez stated that the college is targeting a 14% reduction in its operating budget (holding harmless its debt service, waivers, NEC, financial aid and other committed costs). Cuts already implemented include senior administration salary cuts ranging from 5-10%, no Cost-of-Living-Adjustment (COLA) salary increases for non-union staff and faculty, adjunct utilization and faculty administrative load reductions, delay or cancellation of planned or new investments. The college is maintaining austerity measures put into place in April 2020; the college has frozen overtime, travel, and severely limited hiring and spending.

President Sánchez reviewed the latest numbers for Residential Life and Dining auxiliaries (42% occupancy of residence halls).

### 3. Executive Session

Chair DelGiudice called for a motion that the Council on Postsecondary Education enter Executive Session for the following items:

- 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).

On a motion duly made by Ms. Green and seconded by Mr. Mello, it was

VOTED: THAT The Council on Postsecondary Education enter into Executive Session for the following items:

- 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).

VOTE: 6 members voted in the affirmative and 0 members voted in the negative.

YEAS: Timothy DelGiudice, Barbara Cottam, Rachelle Green, Michael Mello, Marianne Monte, and Jeffery Williams.

NAYS: 0

ABSTAINS: 0

The Council entered Executive Session at 4:29 p.m. Virtual public access was paused.

At 4:56 p.m., Council member Thomas Izzo joined the meeting.

The Council reconvened in Open Session at 5:22 p.m. Virtual public access resumed.

Chair DelGiudice thanked attendees for their patience while on hold during the Council's Executive Session. He confirmed that the Council was back in Open Session.

Chair DelGiudice called for a motion that the Council on Postsecondary Education seal the minutes of the Executive Session held on August 19, 2020.

On a motion duly made by Mr. Mello and seconded by Ms. Green, it was

VOTED:	THAT	The Council on Postsecondary Education seal the minutes of the Executive Session held on August 19, 2020.
	VOTE:	7 members voted in the affirmative and 0 members voted in the negative.
	YEAS:	Timothy DelGiudice, Barbara Cottam, Rachelle Green, Thomas Izzo, Michael Mello, Marianne Monte, and Jeffery Williams.
	NAYS:	0
	ABSTAINS:	0

#### 4. Adjourn

Chair DelGiudice called for a motion to adjourn the meeting.

On a motion duly made by Mr. Williams and seconded by Ms. Green, it was

VOTED:	THAT	The Council on Postsecondary Education adjourn the meeting of August 19, 2020.
	VOTE:	7 members voted in the affirmative and 0 members voted in the negative as follows:
	YEAS:	Timothy DelGiudice, Barbara Cottam, Thomas Izzo, Rachelle Green, Michael Mello, Marianne Monte, and Jeffery Williams.

Rhode Island Council on Postsecondary Education  
August 19, 2020 special meeting

NAYS: 0

ABSTAINS: 0

This meeting adjourned at 5:23 p.m.