



**Council on Postsecondary Education Meeting
Monday, July 19, 2021, 5:30 p.m.**

**PURSUANT TO
GOVERNOR MCKEE'S EXECUTIVE ORDER 20-46,
THIS MEETING WAS HELD REMOTELY.**

MINUTES

Chair Timothy DelGiudice called this remote meeting to order at 5:35 PM and acknowledged that a quorum was present via the Zoom webinar platform.

Council on Postsecondary Education members present:

Timothy DelGiudice, Chair, Council on Postsecondary Education
Barbara Cottam, Chair, Board of Education
Dennis Duffy
Rachelle Green
Thomas Izzo
Michael Mello
Marianne Monte
Mackenzie Raimond
Jeffery Williams

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

Shannon Gilkey, Ed.D., Commissioner
Anne Marie Coleman, Director of Labor Relations
Ronald Cavallaro, Esq., General Counsel
Tammy Warner, Ph.D., Assistant Commissioner, Academic and Student Affairs
Susan Mansolillo, Chief Financial Officer
Amy Grzybowski, Executive Director, Westerly Education Center
Beth Bailey, Director of Communications
Catherine McConnell, Director of Strategic Initiatives
Kimberly Bright, Interim Executive Director, RINEC
Jill Olson-Crowley, Executive Assistant to the Commissioner

Community College of Rhode Island (CCRI) participants:

Meghan Hughes, Ph.D., President
Alix Ogden, Associate Vice President, Administration
Kristen Albritton, Vice President, Finance and Strategy
Greg LaPointe, Associate Vice President, Impact and Institutional Effectiveness

Amy Kempe, Director, Marketing and Communications

Rhode Island College (RIC) participants:

Frank Sánchez, Ph.D., President
Stephen Nedder, Vice President, Administration and Finance
Helen Tate, 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.

Chair DelGiudice announced that during the meeting, the Council may move into Executive Session. At that time, non-Council members will be placed on hold. When the Executive Session ends, the Council will return to the open session and the meeting host will release the hold to allow all other attendees to rejoin 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 July 19, 2021.

On a motion duly made by Jeffery Williams and seconded by Michael Mello, it was:

VOTED: THAT The Council on Postsecondary Education accept the agenda for the meeting of July 19, 2021.

VOTE: 8 members voted in the affirmative and 0 members voted in the negative.

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

NAYS: 0

ABSTAINS: 0

2. Approval of the Minutes

Chair DelGiudice called for a motion that the Council on Postsecondary Education approve the minutes of the special meeting that took place on July 7, 2021, as presented.

On a motion duly made by Thomas Izzo and seconded by Michael Mello, it was:

VOTED: THAT The Council on Postsecondary Education approve the

minutes of the special meeting that took place on July 7, 2021, as presented.

VOTE: 8 members voted in the affirmative and 0 members voted in the negative.

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

NAYS: 0

ABSTAINS: 0

3. Reports from the Chairs

A. Council on Postsecondary Education – Updates and issues affecting local and national higher education.

Chair DelGiudice stated that the published meeting schedules that were shared at the beginning of the year are likely to change for the remainder of the year as the Council is reconstituting a committee structure. The committee meetings will impact the council meeting schedule and updates will be provided.

Chair DelGiudice also acknowledged that meetings have been fluid due to quorum challenges but this is being worked through and everyone's flexibility has been greatly appreciated.

Chair DelGiudice congratulated both President Hughes and President Sanchez for their police departments receiving statewide accreditation for the first time.

B. Board of Education – Updates and issues affecting local and national PK-20 education.

No report.

4. Report from the Commissioner

Commissioner Gilkey shared that the focus of OPC has been to address significantly increasing the number of Rhode Islanders with a postsecondary credential, with specific emphasis on underserved populations and alignment with Rhode Island's labor market. An action agenda entitled, *Meeting the Moment*, was created which has permitted OPC to execute an approach which is based on three categories of work: K-12 Transitions, Postsecondary Completion, and External Engagement.

OPC has been working with the Rhode Island Department of Education to begin two additional threads of work to focus the joint agencies regarding the K-12 to Postsecondary transition space.

The first of those is to work alongside K-12 colleagues to better understand and dissect why a significant portion of Rhode Island high school graduates arrive at institutions of higher education underprepared for college-level work.

This dialogue, as part of RIDE's *Reimagining the High School Experience*, is critical to the success of a system of education. The hope is that OPC continues to play an active role in discussions, planning, and the development and execution of policy and practice.

In addition to College Readiness, OPC has attracted outside technical resources from *Excel in Ed* a national think-tank that is working with states to map out college to career pathways across K-12 & Postsecondary. These resources have been donated to RI and OPC.

Commissioner Gilkey reported that OPC is facilitating a cross-institutional approach to seamless transfer, intending to produce a statewide transfer proposal, with deliverables, timeline, and resources needed in early fall. This has been attempted in the past with some progress but has fallen short of the expectation that students that have completed a degree at the Community College should have a seamless pathway to transfer to one or more of the state's four-year institutions.

Commissioner Gilkey acknowledged the leadership teams at Community College of Rhode Island, Rhode Island College, and the University of Rhode Island for their commitment to this objective and particularly President Hughes and President Sanchez for not only their support but for joining the workgroup meetings when their schedules permit.

Commissioner Gilkey shared that this spring and summer, OPC has been engaged with external constituents across Rhode Island to coordinate and advance the work from three vantage points, the public, local government, and the general assembly.

Commissioner Gilkey was asked by Dennis Duffy if there had been any further discussion about reinstating a graduation requirement, similar to the one in place in Massachusetts. Dennis Duffy indicated that he thought it to be the most important agenda item for the Council.

Commissioner Gilkey indicated that the topic had come up in the panel presentation he recently participated in with over 100 K-12 educators. He shared that there was a lot of discussion about different strategies regarding the expectations of students once they arrive on campus. Dennis Duffy reiterated that he felt it should be at the top of the Council's agenda.

Chair DelGiudice shared that there was a notice of change received from Rhode Island College regarding a new program concentration of Special Education Transition within Exceptional Learning Needs M.Ed. Although the establishment of this is within the role and scope of the school, Chair DelGiudice' asked President Sanchez to provide fiscal backup as a follow-up to the meeting. President Sanchez stated he would work with the Commissioner.

Chair DelGiudice also shared that there was a notice of change received from Community College of Rhode Island for a new Cyber Defense certificate. The establishment of this is within the role and scope of the school and does not require approval from the Council. Senator

Thomas Izzo asked a clarifying question regarding the certificate and President Hughes shared that there are students that are already enrolled in this work and CCRI is seeking to award academic credit for the work they're already doing. President Sanchez then shared that this is similar to the concentration in special education. It isn't a new program, but rather one that is being revised.

5. Reports from the Presidents

A. Community College of Rhode Island

President Hughes stated that in July 2020, CCRI was facing a cataclysmic decline with enrollment. At that time enrollment was down by 30%. President Hughes stated that there are recovery strategies in place, however, they do not anticipate a rapid recovery and anticipate two years before enrollment numbers return to those of 2019.

The current enrollment data tracker reports that fall enrollment is down 10% as compared to last year, at the same time. The first-time full-time cohort is down by 27% and the first-time part-time cohort is down 20%. Of the students, who were enrolled in the spring, 64% have not yet registered for classes. The majority of courses in the spring were almost entirely virtual and students struggled with that delivery.

Strategies are currently in place to address this enrollment deficit. GEER Funds were utilized to target particular populations, with a focus on students in the class of 2020 who never made it to college due to COVID. A COVID recovery scholarship has been created and it mirrors Rhode Island Promise. The goal is to recover those students.

Another population is adult Rhode Islanders who have some college, but no degree. CCRI has designed a code recovery finish scholarship. This is for adult learners who are halfway, to a degree, or a certificate and who were not enrolled at any institution within the past year. Other groups include students who were lost and adult students who are on track for a certificate or a degree. CCRI has invested some of the GEER funding to hire two advisors who are uniquely focused on these scholarships and these cohorts of potential students.

President Hughes stated that the vaccine policy has also impacted enrollment. CCRI has a strong obligation to doing everything to create a safe community for students and the entire college population. The data shows that Rhode Islanders are doing well, however, there are meaningful gaps in terms of race, ethnicity, and age. There is a lot of ground to make up to get communities of color and our younger students vaccinated before the start of the fall semester.

CCRI is holding vaccine clinics at every enrollment event and working with the Department of Health to continue to offer pop-up clinics and also drive-through clinics. CCRI will once again offer a late start complex fall session for those who are not vaccinated in time to being the traditional semester. The school is also using students to be the voice to advocate for getting vaccinated.

President Hughes also reported that full accreditation from the Rhode Island Police Accreditation Commission means that the school is aligning work with national best practices. She acknowledged the work of Chief Collins and his command staff.

The US Department of Transportation Maritime administration designated CCRI a Center of Excellence. It is a significant accolade for the domestic maritime workforce, training, and education as only 27 Community Colleges in the country get it. President Hughes congratulated both Tesla Oakland and Jamie Nash, who led the division of workforce partnerships for what they've done with their team to achieve this designation.

President Hughes announced that Barbara Nauman is the new dean of Business and Professional Studies (BSTM). Barbara Nauman has been a member of the CCRI faculty and administration for many years, however, she just became the divisions' dean.

President Hughes shared that CCRI held a virtual fundraising event and Congressman Cicilline attended. The event raised almost a half-million dollars to support come-back scholarships for adult Rhode Islanders.

Chair DelGiudice asked President Hughes to verify that enrollment was down 10% from this day last year. President Hughes stated that as of today, CCRI is down 12.3% today to last year, which means CCRI has enrolled 7400 students. President Hughes shared that there are similar challenges across the United States. Barbara Cottam asked what the national trends are regarding challenges with admissions and enrollment. President Hughes shared that the majority of students are supporting families in one way or another, and the majority of our students are part of the communities that have been most negatively impacted by COVID. President Hughes stated that the federal relief dollars and the foundation dollars are vital because they provide some resources to help resolve some of those challenges.

Senator Izzo asked President Hughes if the federal funding will end at the end of 2021 and what will happen to the residual dollars. President Hughes stated that the pass-through funds are managed through OPC and then shared that with the federal dollars there is a lot of language built-in and with the fluidity of what is happening you can apply for extensions. She then called on Greg LaPointe. Greg shared that with the GEER Funding there is money allocated through August 2023. The goal of both those programs is to get those students to graduate in two years, so that's how it's been budgeted. Greg also shared that online courses are filling much faster than in-person courses, so CCRI has begun to switch the modality on some courses.

Kristen Albritton added that there are two sources of funding, the GEER Funding and Higher Ed Emergency Relief Funding and part of the plan for that funding is to accommodate smaller class sizes either because of social distancing or because there is a need.

B. Rhode Island College

President Sanchez shared that Rhode Island College received a 5.9 million increase in state general revenue. He stated his appreciation of the legislature's support, particularly Speaker Sekarchi and Senate President Ruggieri. He indicated that their support signals an increasing awareness of the critical role that Rhode Island College plays in Rhode Island's attainment

goals.

This week a draft plan will go out to the RIC community asking for feedback and input for fall's reopening. Rhode Island College's fall plans involve multiple working groups to ensure that RIC incorporates healthcare best practices, and the school has engaged Dr. Chang from the Rhode Island Department of Health to consult with them.

President Sanchez shared that with lessons learned during the pandemic, RIC will provide students with hybrid learning opportunities and have approved faculty and staff with teleworking options.

Enrollment at RIC this time last year was down by approximately 13%. That deficit was cut to approximately 6.5% down by the time school opened. The present deficit is approximately a 17% decline compared to the same time a year ago. RIC has mobilized a task force, due to the level of urgency of the enrollment numbers.

President Sanchez reported that RIC has a few major initiatives that are happening including campus accreditation. Last week the steering committee completed the third draft of the self-study. Today, the Steering Committee met with the cabinet to discuss some of the remaining changes needed for the self-study. By August 30th, final revisions will be done and on September 19th RIC will submit the completed self-study to NECHE.

From September to November 2021, RIC will have a public announcement of the accreditation review on the website and will create a campus awareness campaign for full transparency of the accreditation process. A presentation will be made to the RIOPC Council. November 7 through 10, 2021 the NECHE team will visit RIC, concluding this part of the process.

President Sanchez reported that RIC is making progress on \$520,000 GEER Funding that was awarded to the institution. RIC is seeking approval for sole source approval for a contract with Emsi to provide program-level market data and alumni outcomes for all academic programs.

President Sanchez shared that RIC developed plans to adapt their student support systems for adult learners and recognizes that students bring learning to the classroom, whether from the workplace, military training, or even non-degree certifications, and self-directed learning. RIC has signed a membership agreement with the Council for Adult and Experiential Learning (CAEL) to support best practices in prior learning.

He also shared that RIC is in the process of reviewing its general education program as one of the stated outcomes of the GEER funding is to serve transfer students with seamless mobility between regional institutions. RIC will be adopting a learning outcomes model of general education as opposed to the currently established course distribution model. The revision will support seamless transfer and reduce credit loss.

There have been several staffing changes at RIC. 30 faculty and staff members took advantage of the early retirement incentive. RIC also received the largest amount of external grants in six years totaling \$10.2 million.

Dennis Duffy asked President Sanchez about long-term strategies for recruiting students. President Sanchez responded that through market analysis they are determining which programs RIC is projecting growth in and growing those as well as new curriculum. RIC is also targeting adult learners to obtain four-year degrees as well as focusing on the retention of existing students.

Barbara Cottam asked about the timing and the use of the market analysis and how the information would be used for the strategic plan. President Sanchez indicated that the GEER funding required that it had to be spent by December 2021. To meet that requirement RIC is moving diligently to get this done. President Sanchez stated that this would be used as part of the provost program review process which looks at the quality and financial feasibility of RIC's programs. Barbara Cottam asked when that information would be available. President Sanchez replied that he would provide an update at every council meeting on the GEERS funding. Provost Tate reported that the program review process is integrating sustainability, feasibility, and quality. This will be a yearly process with the same metrics for all programs to look at trended data over time.

Michael Mello asked President Sanchez what the retention numbers were and what the plan is to improve them if warranted. President Sanchez shared that they are very concerned about retention as approximately 80% of students who are eligible to register have done so.

Marianne Monte stated for both President Hughes and President that she knew their teams are working on this however this is potentially an epidemic as we are losing a generation of talent in the workforce and also losing a generation of educated learners. She shared that she would like the Council to spend time on this very soon.

6. Action Items

A. Approval of the Personnel Review Committee's recommendation of the New Classification of Director, Diversity, Equity and Inclusion and Organizational Development at Community College of Rhode Island.

Chair DelGiudice stated that upon review of the materials for the action items from CCRI, he found several issues with the materials as presented. There was a discussion with President Hughes and Assistant Vice President Alix Ogden about the issues as presented in the materials. After discussion, Michael Mello suggested that the recommendations are approved with the stipulation that the revised documentation is provided to the Commissioner and Council grant him the authority to sign off on the revised documents.

President Hughes shared that the positions are an improvement and advancement of positions that are already at CCRI and are important to the college. Alix Ogden shared that they are new job descriptions, but they're not new positions. Two people recently left CCRI, who were in similar positions and now they are just aligning it more to the work that needs to get done. Dennis Duffy questioned making hires before the documentation is accurate and also stated the bigger question is what hires should be made in light of the financial problems that have been brought to light on the challenges of the institution. President Hughes stated that they aren't

adding new positions, but rather an opportunity to create job descriptions that are better than the ones that were launched several years ago.

Thomas Izzo asked about both the salary range and the requirements for education and experience. Council member Barbara Cottam asked for further clarification about the salary range. Director Coleman stated that over the years, salary increases were approved by the board, and then by the Council. There were determinations made as to whether or not the entire range was going to move or just the maximum. It was decided to change the maximum to create a rate of flexibility, however, this has created unrealistic salary ranges that have been in effect for about 25 years. The hiring salary for a new position is very broad, but the actual salary that is targeted for the individual position has to do with what has been budgeted for the position at the institution.

On a motion duly made by Marianne Monte and seconded by Michael Mello, it was:

VOTED: THAT The Council on Postsecondary Education approves the Personnel Review Committee's recommendation of the new classification of Director, Diversity, Equity and Inclusion and Organizational Development at Community College of Rhode Island.

VOTE: 8 members voted in the affirmative and 0 members voted in the negative.

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

NAYS: 0

ABSTAINS: 0

B. Approval of the Personnel Review Committee's recommendation of the New Classification of Facilitator, Diversity, Equity and Inclusion and Organizational Development at Community College of Rhode Island

On a motion duly made by Michael Mello and seconded by Marianne Monte, it was:

VOTED: THAT The Council on Postsecondary Education approves the Personnel Review Committee's recommendation of the new classification of Facilitator, Diversity, Equity and Inclusion and Organizational Development at Community College of Rhode Island.

VOTE: 8 members voted in the affirmative and 0 members voted in the negative.

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

NAYS: 0

ABSTAINS: 0

C. Approval of the Personnel Review Committee’s recommendation of the New Classification of Director of Academic Success Initiatives and Community Partnerships at Community College of Rhode Island

On a motion duly made by Dennis Duffy and seconded by Michael Mello, it was:

VOTED: THAT The Council on Postsecondary Education approves the Personnel Review Committee’s recommendation of the new classification of Director of Academic Success Initiatives and Community Partnerships at Community College of Rhode Island.

VOTE: 8 members voted in the affirmative and 0 members voted in the negative.

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

NAYS: 0

ABSTAINS: 0

D. Approval of the new Academic Program: Bachelor of Professional Studies at Rhode Island College

Barbara Cottam asked RIC to share why this new program is being added at this time. President Sanchez stated that this program is being developed to reach out to more adult learners to help them finish their 4-year bachelor’s degree. President Sanchez asked Provost Helen Tate to comment on the timing of the new program. Provost Tate stated that the process of adding the new program involves the Council reviewing the proposal, in order to receive approval to be an online and new degree program next year. This also requires approval by the governing body at RIC. The first step was the curriculum development that was overseen by Vice Provost for Academic Affairs, Holly Shadoian, and the deans of the schools of social work and business. The program is built around providing credit for prior learning assessments. Provost Tate also shared that they have been in contact with many employers who are asking for pathways for their employees, so there is already a built-in market. She shared that the ideal timeline if Council approves this degree program would be a soft launch in January 2022.

Barbara Cottam asked if this program would be an integral part of a future strategic plan for RIC. Provost Tate responded that this program is specifically targeted to those new markets that RIC targeted with populations of students who do not have a good path for an affordable four-year degree and without a four-year degree that are limited with their career advancement. Barbara Cottam then stated that the program was not for undergraduates or traditional students. Provost Tate responded, no, the program was not for them.

Dennis Duffy asked about the tuition for the program and Provost Tate shared that it hasn't been determined yet, and they are working with Senior Vice President Stephen Nedder to make that determination. Dennis Duffy then stated that all tuition is set by the Council so RIC would be coming back to Council with that information. Provost Tate agreed.

Thomas Izzo stated that he thought the timing was perfect on the creation of the program and also in line with work being done at CCRI. He stated he is assuming that the institutions will work very closely on seamless transfer. Provost Tate stated that the age limit on the program is 25 years old. Commissioner Gilkey shared that potentially bring those employers together to discuss their talent pipeline needs may help with tuition and wraparound service costs for the adults as well as potentially set up a scholarship to reduce costs for their workers. Marianne Monte reiterated that it was a great element to have the employers involved on the front end of the discussion. Chair DelGiudice acknowledged a great discussion and stated that the council would like to have more information about financials, and market analysis for enrollment and retention strategies.

On a motion duly made by Thomas Izzo and seconded by Michael Mello, it was:

VOTED: THAT The Council on Postsecondary Education approves the new Academic Program: Bachelor of Professional Studies at Rhode Island College.

 VOTE: 8 members voted in the affirmative and 0 members voted in the negative.

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

 NAYS: 0

 ABSTAINS: 0

E. Approval of a RI-SARA Application from College Unbound

On a motion duly made by Thomas Izzo and seconded by Dennis Duffy, it was:

VOTED: THAT The Council on Postsecondary Education approves the RI-SARA Application from College Unbound.

VOTE: 8 members voted in the affirmative and 0 members voted in the negative.

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

NAYS: 0

ABSTAINS: 0

7. Executive Session

Chair DelGiudice advised attendees that they would be placed on hold for the duration of tonight's Executive Session; the hold will be released once the Council is back in Open 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 Thomas Izzo and seconded by Michael 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: 8 members voted in the affirmative and 0 members voted in the negative.

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

NAYS: 0

ABSTAINS: 0

The Council entered Executive Session at 7:44 PM. Virtual public access was paused.

The Council reconvened in Open Session at 8:03 PM. 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 is now 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 July 19, 2021.

On a motion duly made by Jeffery Williams and seconded by Dennis Duffy, it was:

VOTED: THAT The Council on Postsecondary Education seal the minutes of the Executive Session held on July 19, 2021.

VOTE: 8 members voted in the affirmative and 0 members voted in the negative.

YEAS: Timothy DelGiudice, Barbara Cotta, Dennis Duffy, Rachelle Green, Thomas Izzo, Michael Mello, Marianne Monte, and Jeffery Williams.

NAYS: 0

ABSTAINS: 0

8. Upcoming Meetings

The next meeting of the Council on Postsecondary Education will be **Wednesday, September 15, 2021 (5:30 pm)**

Remaining 2021 Meetings

October 13, 2021 December 8, 2021

9. Adjourn

Chair DelGiudice called for a motion to adjourn the meeting.

On a motion duly made by Dennis Duffy and seconded by Jeffery Williams, it was

VOTED: THAT The Council on Postsecondary Education adjourn the meeting of July 19, 2021.

Rhode Island Council on Postsecondary Education
July 19, 2021 remote Meeting Minutes

VOTE: 8 members voted in the affirmative and 0 members voted in the negative as follows:

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

NAYS: 0

ABSTAINS: 0

The meeting adjourned at 8:05 PM

DRAFT