



**Rhode Island Office of the Postsecondary Commissioner
Finance and Facilities Committee Meeting Minutes
August 11, 2021 4:30 PM
Community College of Rhode Island Knight Campus Room #4090
400 East Avenue, Warwick, RI 02886**

MINUTES

Chair Dennis Duffy called this meeting to order at 4:30 PM and acknowledged that a quorum was present.

Committee members present:

Dennis Duffy, Chair
Timothy DelGiudice

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

Susan Mansolillo, Chief Financial Officer
Linda Maklouf, Director of Program Administration

Community College of Rhode Island (CCRI) participants:

Kristen Albritton, Vice President of Finance
Ann Marie McMahon, Assistant Business Manager

Rhode Island College (RIC) participant:

Rob Eaton, Director of Budget and Financial Planning

Chair Duffy noted that during the meeting, the Council may move into Executive Session. At that time, non-Council members will be asked to leave the meeting. When the Executive Session ends, the Council will return to the open session and the meeting host will allow all other attendees to rejoin the meeting.

1. Acceptance of the Agenda

Chair Duffy called for a motion that the Finance and Facilities Committee accept the agenda for the meeting of August 11, 2021.

On a motion duly made by Tim DelGiudice and seconded by Dennis Duffy, it was:

VOTED: THAT The Finance and Facilities Committee accept the
agenda for the meeting of August 11, 2021.

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

YEAS: Timothy DelGiudice, and Dennis Duffy

NAYS: 0

ABSTAINS: 0

2. Review Committee Charge

Chair Duffy asked Susan Mansolillo, RIOPC CFO to review the charge of the committee. Susan reviewed the charge and the scope of work as well as the committee duties. Chair Duffy asked what the ideal timeline would be in order to get all budgets prepared for presentation to the Committee and then to the Council for timely approval as the approved budgets are due to the state on October 1.

Susan stated that the state kicks off the budget preparation in July, however RICAP budgets are due in July so prep work should begin prior to that. Chair Duffy asked what input/timing do we need from the Institutions of Higher Ed in order for the committee to be efficient and effective. Susan responded that getting information from the IHEs one week prior to Committee meetings is ample time to review at the Committee meetings and then make a recommendation to the Council on Postsecondary Education.

3. Proposed Schedule of Meetings

Susan shared that the IHEs would have their budgets to OPC by Thursday, September 16, 2021, for review and submissions to the FFC. They will present their own budgets at the September 21st Committee meeting. This will include Capital and Operating Budgets as well as tuition.

4. Upcoming Meetings

The next meeting of the Finance and Facilities Committee will be **Tuesday, September 21, 2021 (4:30 pm)**

5. Adjourn

Chair Duffy called for a motion to adjourn the meeting.

On a motion duly made by Tim DelGiudice and seconded by Dennis Duffy, it was

VOTED: THAT The Finance and Facilities Committee adjourn the
meeting of August 11, 2021.

Finance and Facilities Committee Meeting
August 11, 2021

VOTE: 2 members voted in the affirmative and 0 members voted in the negative as follows:

YEAS: Timothy DelGiudice, and Dennis Duffy

NAYS: 0

ABSTAINS: 0

The meeting adjourned at 4:59 PM

DRAFT