



Staff Assembly

Full Assembly Meeting

Friday, June 21, 2024

9:30AM – 11:00AM

Warwick, room 4090 and WebEx

AGENDA

1. Roll call
2. Call to order
3. Approval of the minutes of May 31, 2024 – Naglaa Gaafar Rego
4. President's Updates – Dr. Rosemary A. Costigan
5. Chair Report – Naglaa Gaafar Rego
6. Elections of Officers – Pete Bardsley
7. Approve Changes to Constitution & By-laws – Kara DiPaola
8. Overview of Training Manual – Naglaa Gaafar Rego
9. Committee Updates
 - a. Other Committees
10. New Business – Naglaa Gaafar Rego
11. Adjournment

MINUTES

1. Roll call

Members were called and introduced themselves sharing their backgrounds, time at the college, and pronouns if they chose.

2. Call to order

Meeting commenced at 9:46 AM

3. Approval of April Meeting Minutes – Pete Bardsley

Peter called for a motion to approve May minutes:

Motion made 1st by Mike Archetto, 2nd by Terry Notaripippo

Votes for: 13, Votes against: 0, Abstained: 1

Naglaa recognized Maya Geraldo for her recent feature as one of Rhode Island's 40 under 40.

Naglaa reinforced the perspective of the assembly's role and the responsibility of representatives to communicate with their constituents within a division. She asked that everyone stay in-touch both inside and outside of the assembly and bring perspectives back and forth. She also encouraged all to stay current on the college's strategic plan updates, town halls, and other communication channels to share back and forth.



4. President's Updates – Dr. Rosemary A. Costigan

College Updates:

- Welcomed and thanked new assembly members
- Recognized programming for Juneteenth, thanked Raekwon Grace and the DEI Council for spearheading the event/programming
- Congratulated Maya Geraldo on being named to PBN's 40 Under 40
- Commencement was phenomenal – thank you to all who participated, especially Kaitlyn Thibault, Geraldine Peixoto, and Dana Lemoine for their efforts.

FY 25 Budget: The FY 25 budget was signed by the Governor. The college was seeking an additional \$4 million above what the Governor initially proposed. The General Assembly added \$1 million to the Gov's budget. Neither the Governor nor the General Assembly included a bond measure for CCRI. President Costigan will be working with VP Sullivan to build the FY 26 budget, which will be submitted to the Council and the State in the fall.

NECHE: The college received final report, we had opportunity to clarify information. On September 26, President Costigan, VP Sullivan and Lauren Webb will meet with NECHE, which will take a final vote on the reaccreditation.

Presidential Search: The Commissioner on Postsecondary Education is expected to communicate to the college community in early fall about the Presidential search.

Enrollment: As of the meeting date, fall enrollment is down 5.8%. Possible reasons for the decline include Hope Scholarship (the college is seeing a decline in Promise enrollment that is equal to the enrollment increase at RIC), the bumpy FAFSA rollout, decreases in college-going age seniors, and families questioning the ROI of a college degree.

President Costigan asked that everyone work to drive enrollment, that the college needs every employee to help spread the word about CCRI, its offerings, and its value proposition, and to talk up the many events the college is hosting to drive enrollment (talk to neighbors, friends, family, post/share on social media). President Costigan also shared the college is investing in more strategic advertising and marketing.

President Costigan shared the college will be naming a Dean of CTE and opening an Office of Apprenticeships within Career Services and Workforce Development.

CCRI Advantage: President Costigan shared details on what CCRI Advantage is, how it will improve retention and student success. Pilot to launch this Fall. Jane Reggio was appointed to serve as the CCRI Advantage coordinator.

Naglaa expressed her gratitude to President Costigan for sharing important information with the Assembly. She reiterated the importance of everyone doing their part to help drive enrollment. She recognized our Marketing department and the work they do in various social media platforms and suggested all employees share, repost, as much as possible. Leveraging our networks is a powerful tool.

5. Chair's Report – Naglaa Gaafar Rego

Cut agenda item for time



6. Elections of Officers – Peter Bardsley

Pete reviewed the process of administering the elections. He shared the names of the nominees and confirmed acceptance. Nominees who accepted their nomination made their presentations and voting was performed as outlined.

Nominations, acceptance, and voting:

Chair (5 nominees)

Name	Accept	Votes
Naglaa Gaafar Rego	Yes	15
Kara DiPaola	No	N/A
Kevin Novell	No	N/A
Maya Geraldo	No	N/A
Mike Parente	No	N/A

Vice Chair (5 nominees)

Name	Accept	Votes
Kara DiPaola	Yes	17
Maya Geraldo	No	N/A
Lis Braun	No	N/A
Naglaa Gaafar Rego	No	N/A
Kristen Fournier	No	N/A

Secretary (6 nominees)

Name	Accept	Votes
Mason Walmsley	No	N/A
Jen Nelligan	Yes	16
Deloise White	No	N/A
Yamel Chinchilla	No	N/A
Terry Notarpippo	No	N/A
Benson Arrigo	No	N/A

7. Approve changes to Constitution & By-laws – Kara DiPaola

Kara presented the work of the Constitution and By-laws committee. We have completed phase one. She thanked the committee for their time and effort.

The proposed amendments are as follows:

- Consolidate the Constitution and By-laws into one document;
- Eliminate redundancies between the two documents;
- Made the approved change to the former Strategy and Finance Committee;
- Established the reserve pool; and



Staff Assembly

Full Assembly Meeting

- One substantive change:
 - ~~Approved~~ Amendments shall become effective upon approval by a majority vote of the full-time non-faculty employees of the College, unless stated otherwise. ~~take place beginning September 1 of each calendar year.~~

Motion to extend meeting to 11:10 AM made 1st by Maya Geraldo, 2nd by Terry Notarpippo

Votes for: 9, Votes against: 0, Abstained: 0

Maya validated the work as a long-term member of the committee. Terry shared her appreciation for how the process was operationalized, making it easy to review. Naglaa thanked the committee for their dedication and effort.

Kara called for a motion to approve the amendments to the constitution and by-laws as presented

A motion was put forward to approve made 1st by Mike Archetto, 2nd by Deloise White

Votes for: 9, Votes against: 0, Abstained: 0

8. Overview of Training Manual – Naglaa Gaafar Rego

Naglaa reviewed the flow of the document. The document will complement our governing documents, and not subject to the rules but rather is supplemental. Requests help to make improvements that will make it valuable to complement our formal documents. Asks for perspectives of all, new and current members. Would seek feedback, not on editorial feedback but content – what would help. She shared that this is a priority for summer and asked that committee chairs share in their meetings as part of upcoming agendas.

9. Committee Updates

Cut agenda item for time

10. New Business – Naglaa Gaafar Rego

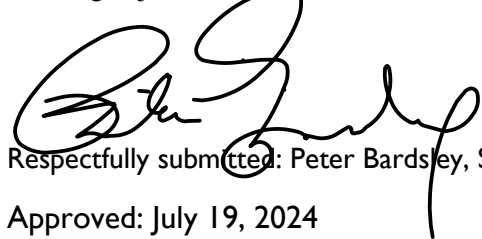
Cut agenda item for time

11. Adjournment – Naglaa Gaafar Rego

A motion was put forward to adjourn 1st by Pete Bardsley, 2nd by Mike Archetto

All in favor

Meeting adjourned at 11:10 AM



Respectfully submitted: Peter Bardsley, Secretary

Approved: July 19, 2024



MEMBERSHIP ATTENDANCE

Members:

Quorum=9/16

- **Naglaa Gaafar Rego – Present
- **Terry Notaripippo – Present
- **Yamel Chinchilla – Not Present
- **Maya Geraldo – Present
- **Kevin Novell – Present
- **Sandy Nolan – Present
- ×Peter Bardsley - Present
- **Kara DiPaola – Present
- **Deloise White – Present
- **Tiffany McClay – Present
- **Michael Parente – Not Present
- **Kaylee Collins – Not Present
- **Benson Arrigo – Present
- **Jane Reggio – Present
- ×Tiffany Sanders – Not Present
- **Michael Archetto – Present
- **Toni Spirito – Not Present

×Not eligible to vote in officer elections (2)

**Eligible to vote in officer elections (29)

Incoming Members:

- **Kaitlyn Thibault – Present
- **Jennifer Nelligan – Present
- **Kristen Fournier – Present
- **Dominica Fragata – Present
- **Leslie Kennedy – Not Present
- **Jennifer Enos – Present
- **Lis Braun – Present
- **Melissa Campo – Present
- **Roldyne Pierre Louis – Present
- **Deb Lavoie – Present
- **Allison Hitte Robinson – Present
- **Mason Walmsley – Present
- **Michael Hudspeth – Present
- **Lee Thornber – Present

Part-time

- Donna Raptakis – Not Present

Ex-officio Members:

- Raekwon Grace – Present
- Annmarie McMahon – Not Present
- Paul Rylander – Present
- Jim Bradley – Not Present
- Shaune Hogan – Not Present
- Greg LaPointe – Not Present
- Phil Gordon – Present
- David Rawlinson – Not Present
- Dave Rowbotham – Not Present
- David Snow – Not Present
- Maryadele Combe – Not Present
- Rajeev Jayadeva – Not Present

Guests:

- Dr. Rosemary Costigan – Present
- Amy Kempe - Present