

CAPE COD COMMUNITY COLLEGE

BOARD OF TRUSTEES

Lorusso Solarium

October 17, 2023 – 4:00 PM

This meeting will be held virtually and in-person. For access or attendance, please contact [jgraney@capecod.edu](mailto:jgraney@capecod.edu). The meeting will also be livestreamed. The URL for this month's meeting: <https://youtube.com/live/urEgTaT5zVI?feature=share>

I. **Call to Order**

II. **Minutes**

- A. Request Approval of the September 12, 2023 Board Minutes ..... EXHIBIT A

III. **Board Reports**

- A. Chair's Report -- *T. Saben, Chair*

- B. Finance & Personnel Report – *L. Newstead, Vice Chair*

*ACTION ITEMS (Finance) -- C. Clark, VP*

1. Request Approval of the September 12, 2023 F&P Committee Minutes..... EXHIBIT B
2. Procurements over \$100k
- Compass IT ..... EXHIBIT C
  - Building Envelope & Structural Integrity Study..... EXHIBIT D

*INFORMATION ITEMS (Finance) -- C. Clark, VP*

3. Budget Report YTD – September 30, 2023 ..... EXHIBIT E
4. DCAMM Land Transfer Update..... EXHIBIT F

*ACTION ITEMS (Personnel) – P. Preston, AVP & CHRO*

5. Personnel Report – Reappointments, Reclassifications, Resignations, Retirements ..... EXHIBIT G

- C. Audit Committee Report -- *C. Clark, VP*

*ACTION ITEMS*

1. Financial Audit FY2023 Narrative & Report – *M. Stoltzfus, Comptroller* ..... EXHIBIT H

- D. Evaluation Committee Report – *J. McGrail, Committee Chair*

*ACTION ITEMS*

1. Presidential Evaluation and Resolution ..... EXHIBIT I

- E. Student Report – *Alisha Marshall*

- F. Foundation Report -- *K. McNamara, Foundation CEO*

IV. **College Reports – J. Cox, President**

- A. Fall Enrollment Update – *S. Wu, Director* ..... EXHIBIT J

- B. Generative AI/ChatGPT – *Trish Allen, Professor; Rachael Bancroft, Assoc. Professor*..... EXHIBIT K

- C. Medical Assisting Accreditation Update – *K. Vranos, VP; M. Targino-Van Beber, Dean*..... EXHIBIT L

- D. President's Meetings and Activities (*Information Only*)..... EXHIBIT M

V. **Adjournment**

3:00 PM Evaluation Committee – Lorusso Solarium

3:30 PM Finance & Personnel Committee – Lorusso Solarium