

EDUCATION REPORT: Sabbatical Leave Report: ADM2908-100709): President Hartleb introduced Ginger Hurajt Professor of English and Coordinator of our Honors Program. Professor Hurajt. explained how she pursued her sabbatical project and how it resulted in specific achievable goals for our Honors Experience program. She also detailed some of the service learning activities that were developed as a result of her sabbatical. The Board thanked her for her informative presentation.

REPORT OF BOARD Audit & Finance Committee Report:
 COMMITTEES:: a)10-01 Revised FY10 College Budget (T-0250-100709): Trustee Moynihan reported on the Audit & Finance Committee meeting in Trustee Dulchinov's absence. On a Motion by Trustee Rivera, seconded by Trustee Keenan, it was voted unanimously to approve the revised FY10 budget of the college, \$33,997,131 as detailed in the Summary Report.
 b)10-02 Acceptance of FY09 Audited Financial State (T-0251-100709): On a Motion by Trustee Rivera, seconded by Trustee Estrella, it was voted unanimously to accept the FY09 audited financial statements and related material.

REPORT OF ADMINISTRATION: a)Allied Health & Technology Center Update (Verbal): President Hartleb reported that he had attended the Lawrence City Council meeting as DCAM had determined in order to transfer the In-Town property from the city the original City Council motion needed to have a change in the wording. The matter was referred to the Housing Council to be discussed at their next meeting and then it will go back to the City Council for final approval.
 b)Flu Taskforce Update (Verbal): Executive Vice President Mary Ellen Ashley reported on the status of our flu policy. She indicated our website has a very comprehensive description of our resources. She also outlined all the procedures that are in place for our students, faculty and staff.
 c)MCC Trustees Association Meeting (Verbal): President Hartleb informed the Board the Fall MCCCTA meeting will be on October 20 at 4:00 p.m. at Quinsigamond Community College. He asked anyone interested in attending to please let us know at the end of the meeting as we need to get a count down to the organizers.
 d)Change of date of December 2 Board meeting (Verbal): President Hartleb indicated Commissioner Freeland from the Department of Higher Education would like to visit our campus on Monday, November 30 and would like to meet with as many Board members as possible. To accommodate his schedule he asked if the Board members would be willing to change the date of the December 2 Board meeting to November 30th. Most members felt it was possible for them to make the change in date and would be available to come in to meet with the Commissioner at 4:00 on that date.

NEW BUSINESS: a)Personnel Actions:
 1)New Appointments (ADM-2909-100709): On a Motion by Trustee

Keenan, seconded by Trustee Moynihan it was voted unanimously to approve two new full-time personnel actions as presented.

b)Grants:

1)Massachusetts Department of Elementary and Secondary Education: GED Test Center Project: (ADM-2910-100709): On a Motion by Trustee Moynihan, seconded by Trustee Greenwood it was voted unanimously to accept a \$4,019 grant from the Massachusetts Department of Elementary and Secondary Education for the contract period through June 30, 2010.

OTHER BUSINESS: Chairman Edwards asked Trustees Greenwood and Yeo to plan the date and location of a holiday dinner for the trustees.

ADJOURNMENT: Chairman Edwards adjourned the meeting at 6:10 pm.