

**SPRINGFIELD TECHNICAL COMMUNITY COLLEGE  
BOARD OF TRUSTEES**

**AD HOC COMMITTEE MEETING**

Friday, June 12, 2020

Zoom/Live Streamed in STCC YouTube Channel

1:00 p.m.

**Minutes of Meeting**

Present at Roll Call: Marikate Murren, Chair  
Jynai McDonald, Secretary  
MacArthur Starks, Jr., Trustee  
Elizabeth Oleksak-Sposito, Trustee

Also Present: Dr. John B. Cook, President

**I. Call to Order**

Chair, Marikate Murren called the meeting to order at 1:05 p.m.

**II. Roll Call**

Roll called with the full Ad Hoc Committee members in attendance.

**III. Prepare for President's Annual Evaluation**

**a. Review of Dr. Cook's Self-Assessment Performance Evaluation**

Trustee Chair Marikate Murren initiated the meeting by talking about the process for completing the 2019-2020 Presidential evaluation. About eight weeks ago Chair Murren requested Trustee volunteers for an Ad Hoc Committee to work on Dr. Cook's evaluation. Each Trustee at today's meeting volunteered to be part of the committee. Each Ad Hoc Committee member received copies of last year's Presidential evaluation, as well as Dr. Cook's self-assessment for the current year.

Chair Murren noted that the committee focused on five areas of concentration, particularly given the significant changes brought on by COVID-19. These areas included:

- COVID 19
- Accreditation
- Equity, in particular – students of color
- Fiscal Oversight
- Formalizing Strategic Planning

The draft of the Presidential Evaluation reflects insights/feedback compiled from each Committee member, and were discussed individually with the Chair. During the meeting, further edits discussed, and clarifications considered.

Trustee Starks asked if objectives are required, or if there is otherwise a format Trustees are obligated to follow. Dr. Cook shared that a format is not prescribed; Trustees have discretion. The point also made that if an additional document with goals/objectives beyond those captured in this evaluation will be developed, noting that in this document will help given the role the Massachusetts Commissioner of Higher Education plays in presidential evaluations. The goal still remains to submit to the Department/Board of Higher Education the evaluation for Dr. Cook by the end of June. If additional time is needed to work on goals and objectives, the Ad Hoc Committee will again post an agenda, and meeting announcement, in accordance with the open meeting law.

Chair Murren asked Ad Hoc members to provide any objectives or additional goals for the coming year in advance of the 6/22 Trustee meeting. Any additional revisions suggested individually to the Chair will be incorporated so that a draft can be sent to the full Board in advance of the 6/22 meeting.

#### IV. [MOTION 2020-10] Recommendation to move forward Presidential Evaluation

Trustee Elizabeth Sposito moved:

That the Springfield Technical Community College Ad Hoc Committee recommends to move to the Board of Trustees the **2019** Presidential Evaluation as discussed, consistent with the Commonwealth's Open Meeting Law (OML) requirements, M.G.L. c.30A, SS 18-25, and the Attorney General's regulations, educational materials and advisories.

Observation: The original motion read "2019 Presidential Evaluation". Motion made (Sposito); Seconded (McDonald) to amend the motion to "**2019-2020**"

The revised motion with amendment was second by Trustee Jynai McDonald and unanimously approved by roll call.

- V. **Adjournment** – Meeting called to adjourn at 1:36, Trustee Mac Starks moved to adjourn, seconded by Trustee Elisabeth Sposito and unanimously approved through roll call.

Respectfully submitted by,  
Nanette Flores