

**SPRINGFIELD TECHNICAL COMMUNITY COLLEGE
BOARD OF TRUSTEES**

REGULAR MEETING

Monday, June 28, 2021

Zoom/Live Streamed via STCC YouTube Channel
5:00 p.m.

Minutes of Meeting

Present: Marikate Murren, Chair
Elizabeth Oleksak-Sposito, Secretary
Maurice Lindsay, Alumni Trustee
Vicky Crouse, Trustee
Samalid Hogan, Trustee
William Johnson, Trustee
Jeff Sattler, Trustee
MacArthur Starks, Jr., Trustee

Unable to attend: Jynai McDonald, Vice Chair
Alessande Anderson, Student Trustee

Also Present: Dr. John B. Cook, President
Richard Greco, Dean, School of Liberal and Professional Studies
Nancy Ward, Early Education, Care Pathways, Grant Activity Dir.
Nanette Flores, Executive Assistant to the President & Board Clerk

I. Call to Order

Trustee Chair Marikate Murren called the meeting to order at 5:01 p.m.

II. Roll Call

The following Trustees were present at roll call: Trustee Chair Marikate Murren, Trustee Secretary Elizabeth Sposito, Alumni Trustee Maurice Lindsay, Trustee Vicky Crouse, Trustee Samalid Hogan, Trustee William Johnson, Trustee Jeff Sattler and Trustee MacArthur Starks. Eight present, constituting a quorum.

III. Approval of Minutes – Board of Trustees Regular Meeting – May 24, 2021

Mary Wiseman, Instructional Designer and co-presenter for the Center for Online Learning (CODL) at the May 24th Board of Trustees meeting submitted via email the following edits to the meeting minutes:

In March of 2020, the Center had a full weekend to work 'elbow to elbow' with faculty, and..... In actuality it should read: In March of 2020, the Center had a weekend to prepare for a week-long workshops held in person 'elbow to elbow' from March 16 to 20, 2020.

Trustee Bill Johnson moved to approve the amended minutes from the May 24, 2021 Board of Trustees meeting, seconded by Trustee Elizabeth Sposito. Trustee Samalid Hogan abstained. Approved by other seven present through roll call.

IV. Trustee Committee Reports

a. Committee on Ways and Means – June 14, 2021

Committee Chair Mac Starks referred to the June 14, 2021 Committee on Ways and Means meeting report to inform the full Board of the FY2021 Financial review, which included Cash Flow Projection, FY 2021 Revenue and Spending Report through May 2021, Federal COVID Relief Funding update, and the FY 2021 Facilities Project Report.

Also included in the report are notes from the President's Perspective in reference to enrollment update and budget impact. In regards to enrollment, summer and fall enrollment are trending lower than in the past two years. The unfavorable budget impact is of -\$2.1million assuming a 25% decline in fall enrollment, and 20% in the spring enrollment. Committee Chair Starks noted that these numbers are based on projection assumptions.

In Old Business, CFO Andrea Nathanson informed the Committee that she is meeting with Trustee Sattler in July to review Capital projects and will provide an update at the September 13th, Committee on Ways and Means meeting.

Trustee Jeff Sattler moved to approve the minutes from the June 14, 2021 Committee on Ways and Means, seconded by Trustee Bill Johnson and unanimously approved through roll call.

b. Audit Committee Meeting – June 24, 2021

Committee Chair Mac Starks referred to the June 24, 2021 to report on a Single Audit Committee meeting, called to discuss one finding identified during the audit regarding an instance of noncompliance regarding reporting a status change to the National Student Loan Data System ("NSLDS"). Auditor Lisa DiGiusto indicated that this is a common finding. Committee Chair Starks noted that this finding was 1 out of 42, an indicator that this is not a systemic issue. Corrective action was taken and there were no repeat findings.

Trustee Bill Johnson moved to approve the minutes from the June 24, 2021 Audit Committee meeting, seconded by Trustee Betty Sposito and unanimously approved through roll call.

[Motion 2021-13] FY2020 Single Audit

Trustee Betty Sposito moved:

That the Springfield Technical Community College Board of Trustees, pursuant to the provision of Section 22, Chapter 15A, approves of the FY 2020 Single Audit as presented (see attached).

The motion was seconded by Trustee Bill Johnson and unanimously approved through roll call.

V. New Business

- a. Introductions:** Student Trustee-Elect Monique Selden-Riley
STCC Trustee Samalid Hogan

Dr. Cook announced the end of term of Student Trustee Alessande Anderson and expressed his appreciation for her participation as Trustee at the Commencement parade in honor of the 2021 Graduating Class.

Dr. Cook proceeded to introduce Student Trustee-Elect Monique Selden-Riley, whose official term starts on July 1st. Trustee Selden-Riley addressed the board with remarks. Dr. Cook noted that Trustee Selden-Riley has a bachelors and a Masters degrees. She is here at STCC taking Health and Science courses.

Also introduced, Trustee Samalid Hogan, recently appointed by the Governor and duly attending her first official meeting tonight. Trustee Hogan offered brief remarks.

- b. [Motion 2021-14] Appointment of Timothy Sneed to the STCC Assistance Corporation Board of Directors**

Dr. Cook noted that the STCC Board of Trustees appoint some of the members of the STCCAC Board. We received a recommendation to appoint Timothy Sneed to the STCC Assistance Corporation Board of Directors. Present at the meeting was Russel Denver, Chair of the STCCAC Board who provided details of Mr. Sneed's professional background.

Trustee Bill Johnson moved:

[Motion 2021-14] That the Board of Trustees of Springfield Technical Community College, pursuant to the provisions of Chapter 273, Section 125 Acts of 1994,

approves the appointment of Timothy Sneed to the Springfield Technical Community College Assistance Corporation Board of Directors for a 3-year term, from July 1, 2021 to June 30, 2024.

The motion was seconded by Trustee Betty Sposito and unanimously approved through roll call.

VI. President's Perspective

Dr. John B. Cook

a. Presentation: Early Childhood Education

Richard Greco, Dean, School of Liberal and Professional Studies
Nancy Ward, Early Education and Care Pathways and Grant and Activity Director
Dr. Aimee Dalenta, Chair, Early Childhood Education (unable to attend)

Dean Greco provided a brief background of the Early Education Program. Noted that the program has been at STCC since the late 1960s. An important key point: prior to receiving the Career Pathways Grant, the program had been falling behind on enrollment and with some investment and work, the department strived. Nancy Ward, the Care Pathways and Grants Coordinator co-presented. Dr. Aimee Dalenta, Chair/Early Childhood Education, who also collaborated with the presentation was not able to attend.

Nancy provided details about the grant. The grant was initially awarded in February of 2019, and ever since then it has been re-awarded. The department is currently in the process of renewal for FY22. This grant has allowed true increase of professionalism in the field of early education and care. Increase education leads to better outcomes for children. It also expands the opportunities for success of students enrolled in this program. Nancy provided information on the difference between Associate and the addition of ECE Certificate. In addition, explained the two models of instruction offered.

Dean Greco talked about the innovated approaches such as Student Liaisons to assist students navigate the process of entering into the program, and the model "STCC en Español". The program serves mostly a non-traditional cohort of students and with the options of online and hybrid courses, and the assistance of technological tools, the program is hoping to break barriers that lead to student success. Dean Greco also discussed a graph that clearly shows the significant increase of enrollment in the program since the implementation of the grant. Further data presented shows the increase of completions compared to past years. In addition, highlighted that this past year 60 students completed the program compared to 17 (in 2017) – which reflects the highest number of completion prior to the grant. This ties to the importance of the added certificate which stacks to the Associate degree, and also stacks to transferring into mass transfer into Bachelor's degree. This program is also putting the "Serving" in Hispanic Serving Institute (HSI). Data shows that 45% of the 60 degrees/certificates awarded in 2021 are identified as Hispanic. We found a way to break down barriers for our Hispanic students who historically do not complete at the same level as others.

Nancy talked a bit more about the accommodations such as translations into Spanish and technologies acquired with grant money to support Spanish-speaking students. Dean Greco concluded to provide details of partnerships in the community.

Upon a question from Chair Murren in regards to if students are track as to where they land once they complete their programs. Nancy Ward replied that although tricky, the grant requires tracking. Students have to apply for certification through the State – and the tracking is done at the state level. Student do commit to work in the field for at least a year. We continue to also survey students in an effort to track. Some continue to seek higher degrees. Trustee Crouse asked if the grant covers the cost of running the program. The grant covers the student side, yet does not cover the operational costs. The grant is charged per credit. It is sort of a subsidy but does not provide for operational/administrator costs.

b. FY 2021 Year in Review & Mapping the College Forward

Along with Cabinet, Dr. Cook prepared a set of slides to provide a review of FY 2021. Dr. Cook presented a five-year perspective and context for FY 2021, in line with the five-year Presidential Evaluation in progress. Dr. Cook referred to the slides included in the packet to highlight some of the perspective now in place from 2016-2021. Included topics are Planning/Forecasting/Prioritization; Reorganization/Needed Structures; and Equity Connected to Mission/Goals.

The following slide discussed by Dr. K.C. Senie, AVP of Human Resources referred to the navigation of Global Pandemic/COVID 19. Dr. Senie highlighted key points on how STCC navigated the pandemic through this past year. It began in March 2020 with STCC turning operations fully remote. Over the summer of 2020 the Campus Repopulation Work Group worked on designing a comprehensive plan/protocols to manage all areas of operations. In the fall we began COVID testing, free to students. Health students working in their clinical sites were required weekly testing, averaging 428 tests per week. Most recently we partnered with the curative corporation to bring in COVID vaccines. We are offering vaccination once a week, on Thursdays, available to students and their families, staff, faculty, and the Springfield Community.

Darcey Kemp, VP of Student Affairs, presented the slide on Perseverance: Graduation Remains the Goal. Slides 4 and 5 provide key data and outcomes related to perseverance. We look at enrollment data on a daily basis. This provides us with information that guides us to develop and implement proactive strategies on how to market and manage student enrollment. Examples of changes in practice: in the past we would download a list of student from the previous semester to check who has not yet enrolled for the upcoming semester; now we are downloading lists from the past five semesters to capture and target a larger group of students. Advisors are now

getting a daily list of students enrolled to follow up and assist with enrollment requirements.

Dr. Geraldine de Berly, VP of Academic Affairs, shared information in regards to the most recent NECHE accreditation process. Trustees were kept informed throughout the progress in particular in regards to the standard of Governance. A particular highlight is the change on how we do planning. In addition to our Student Success Plan accepted by the DHE as our strategic plan from 2015-2020 (which is extended as we work on the next strategic plan), we also have a 2015 master campus plan with an addendum generated in 2018; the facilities capital plan; a technology plan; an academic plan; a program review plan; a marketing plan. These plans were essential resources as we developed our self-study report, which were not in place ten years ago.

Included in the presentation, a video featuring an outlook from Cindy Ho, Class of 2021 and Student Commencement Speaker. In regards to Mapping the College Forward, Dr. Cook highlighted focus key points as we work on developing the next STCC Strategic Plan – such as: sustainability, governance, capital needs, and opportunities. Andrea Nathanson, CFO/VP of Finance, spoke about sustainability in regards to the declining enrollment trend. If this continues we need to strategize on ways to close the gap between revenue and expense. Mary Kaselouskas, CIO, spoke about Capital needs in regards to the IT Capital plan. IT is looking for a commitment to sustain and grow its infrastructure and systems. An example of a change in practice, we currently have a large backlog of end of life warranty replacements and historically these were replaced in an ad hoc manner, funded through contingencies and reserves, and not by following the annual capital planning process. We need to keep up to date with our systems. Dr. Cook followed with the topic of building 20. We will continue strategizing on the relocation of the School of Health. The last slide presents a list of opportunities. Dr. de Berly reiterated our focus moving forward. The NECHE Self-Study, along with all of the plans in place discussed at this meeting, will prepare us for our next step which is preparing for developing the next Strategic Plan.

VII. Old Business

a. Status / Presidential Evaluation & Committee Formation -Trustee Marikate Murren

Chair Murren proceeded to update the Board of the Presidential Evaluation process. The CFO, Nanette and I have met with Collen Allen, a representative of the Association of Community College Trustees (ACCT) to assist with the five-year comprehensive Presidential Evaluation. Chair Murren will be calling an Ad Hoc Committee meeting in July with the Executive Committee – Vice Chair Jynai McDonald and Secretary Elizabeth Sposito to discuss the details of the evaluation process. As part of the process of gathering data for the assessment, Collen Allen will meet individually with each Trustee, in addition, a survey of approximately 40 to 45 questions will be sent to constituents and STCC Student, Staff, and Faculty

(approximately 75 people will be selected). The process will happen throughout the summer, in time to gather information for a report which will be ready to present at the September 24th, Board of Trustees Annual Retreat.

Trustee Bill Johnson is concern about responses from students, faculty and staff who are not in constant contact with Dr. Cook. How are their responses being weighted in? Chair Murren clarified that the survey link/tool will be sent to a selected group of students, staff, faculty and constituents, who are identified (such as Cabinet members) as having contact with Dr. Cook.

If everyone agrees, our connection with ACCT has the future potential to assist with a Board assessment, which was also pointed out by NECHE.

A final note from Dr. Cook,

VIII. Chair's Report

Trustee Marikate Murren

We had the unfortunate news that DCAMM did not approve the funding for B/20. As a Board is our duty to make decisions on how to move the School of Health and set us up for success.

Thank you all for an interesting year. There is something special about a college campus and students

Grateful of Trustees that we never have quorum issues, which may not be the case in other institutions. Thank you Trustees for taking from your personal time to commit to STCC.

IX. Date of next Board of Trustees meeting – Friday, September 24, 2021 –Board Retreat (9:00 a.m. – 2:00 p.m.)

X. Adjournment – Meeting called to adjourn at 6:26 p.m. moved by Trustee Bill Johnson, seconded by Trustee Mac Starks. Unanimously approved through roll call. Marikate Murren, Elizabeth Oleksak-Sposito, Maurice Lindsay, Vicky Crouse, Samalid Hogan, William Johnson, Jeff Sattler, and Mac Starks.


Marikate Murren
Chair, STCC Board of Trustees


Elizabeth Oleksak-Sposito
Secretary, STCC Board of Trustees