

**SPRINGFIELD TECHNICAL COMMUNITY COLLEGE
BOARD OF TRUSTEES**

**Regular Meeting
Monday, March 27, 2023 at 5:00 PM
Ira H. Rubenzahl Learning Commons, B19/Forum**

Minutes of Meeting

Present: Marikate Murren, Chair
Jynai McDonald, Vice-Chair
Elizabeth Oleksak-Sposito, Secretary
Glerisbed Garcia-Figueroa, Student Trustee
Tonia Butler-Perez, Trustee
Bill Johnson, Trustee
Jeff Sattler, Trustee
MacArthur Starks, Jr., Trustee

Unable to attend: Samalid Hogan, Trustee
Norman Roldan, Trustee

Also Present: Dr. John B. Cook, President
Nanette Flores, Executive Assistant to the President & Board Clerk

I. Call to Order

Trustee Chair Marikate Murren called the meeting to order at 5:02 p.m.

II. Roll Call

The following Trustees were present at roll call: Trustee Chair Marikate Murren, Trustee Vice Chair Jynai McDonald, Trustee Secretary Elizabeth Oleksak-Sposito, Student Trustee Glerisbed García-Figueroa, Trustee Tonia Butler Pérez, Trustee Bill Johnson, Trustee Jeff Sattler and Trustee MacArthur Starks. Eight Trustees present, constituting a quorum.

III. Approval of Minutes – Board of Trustee Meeting – Monday, February 27, 2023

Trustee Tonia Butler Pérez moved to approve the minutes from the February 27th Board of Trustees meeting, seconded by Trustee Jeff Sattler. After no further discussion, unanimously approved.

IV. Committee Reports

a) Committee on Ways and Means – March 13, 2023

Committee Chair MacArthur Starks referred to the March 13th Committee on Ways and Means report to inform the full Board on topics discussed. Topics included the regular financial update and outlook, which include update on the FY23 cash flow projection noting that the

College had approximately \$9.4m available at TD Banks as of March 5, 2023; and that the projected cash balance by the end of the year is estimated at \$5.9m. The FY 2023 Enrollment update forecasts that Spring 23 credits are up 4.8% compared to the Spring 2022. The net financial impact is projected to be favorable by \$930K for FY23. Most notable for the FY 2023 Budget outlook is a projected \$2.6m favorable variance for the fiscal year and went over the factors impacting net income. The report includes the President’s perspective followed by the FY24 Budget Process which included Draft #1 of the FY24 budget (which was a working deficit of approximately \$1.4 million).

Trustee Bill Johnson moved to approve the minutes from the March 13th Board Committee on Ways and Means meeting, seconded by Trustee Jeff Sattler. After no further discussion, unanimously approved.

V. President’s Perspective – Dr. John B. Cook

a) Enrollment (Spring Semester)

Dr. Cook referred back to the FY23 Enrollment update, including materials in the packet, and described that the total projected credits are a “bounce back,” of sorts, but not near pre-COVID enrollment levels. It is helpful in terms of favorable to FY23 budget projection (by 6,853 credits); other Massachusetts community colleges do continue to see flat or declines in enrollment. Also discussed and reviewed was 2023 Spring Enrollment by program (as of 3.17.2023), with a headcount total of 3,682. A few points noted: Nursing enrollment is down to 134 (STCC likes to see 200+); General Studies is the largest group of students (767), and “Undeclared” also has a larger number with 274 students enrolled, and typically take only one course.

A question: are Work Force Development credits included in this report? Dr. Cook responded no, and clarified that we refer to those trainings/courses typically as “non-credit.” Also noted that the revenue is smaller and distinct. We are however, trying to do “stackable” pathways – as for instance, credits in Health Care (EMT for example, which can be taken for either credit or non-credit, are included/embedded in the Health Science Associate’s degree).

b) COVID Vaccination Update

Dr. Cook noted that all 15 Massachusetts Community Colleges, as of the conclusion of Spring Semester, have rescinded the COVID 19 vaccination requirement for students and employees.

c) Strategic Plan (Momentum: 2023-2028)

Included for Trustee prep: the draft Strategic Goals. These five goals capture provide the foundation for the next five years. Next steps, and currently in development, are the associated objectives, metrics and accountability measures, for each goal. Cabinet members will carry key responsibilities, and will be assigned as goal champions. Teams, including faculty engagement, will take place this Fall to begin implementation. The full strategic plan draft will be shared at the upcoming April 3rd Internal and External Committee meeting.

d) NECHE Focused Visit Debrief (Governance)

Moved forward to Trustees from Shared Governance Council (SGC) is a copy of the action for Approval of Operational Policy (Student/Maximum Credit Load).

e) FY 2023 Budget Planning (“Mass Reconnect” & “Fee Stabilization”)

Included in the FY2024 Governor’s Budget Submission is MassReconnect/1596-2418 /\$20million. This is a “proposal to fund tuition, fees, books and supplies for adults 25+ who do not already have a college credential.”

Included also in the FY2024 Governor’s Budget Submission is a proposal for Fee Stabilization / 1596-2414/ \$59million. This proposal is focused on “mitigating the need for community colleges to increase fees for FY24.” Fee increase contingency is pending upon approval of government funding.

f) Personnel Outlook (Academic Affairs & Advancement)

Dr. Cook thanked Dr. Shai Butler, VP of Advancement and External Affairs, who is stepping down in early May. Posted is an Assistant Vice President of Advancement, focused on fundraising. Trustee Tonia Butler Perez, Trustee Liaison of the Foundation Board will be a part of the search process. Also, and as discussed last Fall, Dr. Geraldine de Berly, Vice President of Academic Affairs, is stepping down at the end of June. A search firm has been contracted, and 43 individuals applied for the position. The search committee interviewed 10 semi-finalists, and five candidates were recommended to move forward with a comprehensive campus visit.

VI. Old Business

As we discuss the details of the FY2024 budget, Board Chair Murren encouraged all Trustees, non-members of Ways and Means to attend the April 10th Ways and Means Committee meeting to closely follow the detailed process.

a) Anticipated Trustee Endorsement of Strategic Plan: April 24th 2023

b) Appointment of Chair, Facilities & Capital Improvement Committee

Board Chair Marikate Murren announced the Chair and members of the Facilities & Capital Improvement Committee:

Committee Chair: Trustee Jeff Sattler;

Members: Trustees Betty Sposito, Bill Johnson, Norman Roldan.

- c) **Date of Facilities & Capital Improvement Committee meeting: TBD/June**

VII. Chair’s Report, Trustee Marikate Murren

- a) **Use of April 24th Meeting for “Annual Meeting” (with light dinner, in Open meeting)**
- b) **Anticipated use of May 22nd Meeting for final FY 2024 Budget approval**
- c) **Executive Committee to meet for President’s Performance Evaluation (to be completed by June 26th 2023)**

Dr. Cook will provide a Self-Assessment

- d) **TBD/ Waiting on Governor appointment of Alumni Trustee**

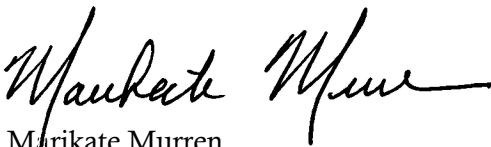
VIII. New Business

- a) **Reminder: STCC Commencement the evening of June 1st (MassMutual Center)**

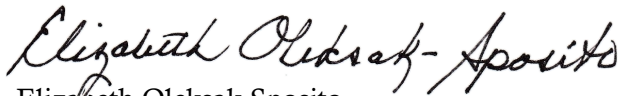
IX. Date of Next Annual Board Meeting – Monday, April 24, 2023 in-person B19/Forum

X. Adjournment

Meeting was called to adjourn at 5:56 p.m., Trustee Jynai McDonald moved to adjourn the meeting, seconded by Trustees Tonia Butler and Bill Johnson. And unanimously approved.



Marikate Murren
Chair, STCC Board of Trustees



Elizabeth Oleksak-Sposito
Secretary, STCC Board of Trustees