

**SPRINGFIELD TECHNICAL COMMUNITY COLLEGE  
BOARD OF TRUSTEES**

**EXECUTIVE COMMITTEE MEETING**

Wednesday, July 14, 2021

Zoom/Live Streamed via STCC YouTube Channel

5:00 p.m.

**Minutes of Meeting**

Present: Marikate Murren, Chair  
Jynai McDonald, Vice Chair  
Elizabeth Oleksak-Sposito, Secretary

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 Executive Committee Members consisting of Trustee Chair Marikate Murren, Vice-Chair Jynai McDonald, and Secretary Elizabeth Oleksak-Sposito, were present at the meeting, therefore constituting a quorum of the Committee.

**III. 2020-2021 Comprehensive Presidential Evaluation Process**

Trustee Chair Marikate Murren informed that this meeting was called to discuss the 5-year Comprehensive Presidential Evaluation required every five years, besides the regular/annual evaluation. Chair Murren reiterated that at the most recent full Board Meeting she informed of the engagement with the Association of Community College Trustees Organization (ACCT) to assist with this particular evaluation. This meeting is to share with the Executive Committee members and the public the process discussed with ACCT to gather information for this evaluation.

The first step of the process consists of individual interviews with each Trustee, conducted by an ACCT contact person. The second step of the process is to implement a survey tool containing questions based on Core Competencies, such as leadership, finance, accountability, academic and student affairs, capital development, facilities, human resources, relations with Board of Trustees, crisis management and planning,

diversity, equity, and inclusion. The idea is to have this two-prong approach that will go out to the board but will also be sent to a cross section of senior leadership, leadership, shared governance, plus faculty and staff, and community stakeholders who have relationship and direct contact with President Cook. All of the information from interviews and survey tool will be compiled in a report which will be ready to read out at the September 24<sup>th</sup> Board of Trustee Retreat/Meeting. Commissioner Santiago granted an extension to submit this Presidential Evaluation.

Upon questions in regard to timeline, Chair Marikate informed that once the Committee aligns around this process, we can immediately start scheduling Trustee interviews. The survey tool will be sent to approximately 60 (list not yet finalized) constituents as soon as the survey questions are reviewed.

Dr. Cook noted that he is keen to this process. This provides an opportunity to capture this information to look ahead into managing what's to come, such as the process of strategic planning. The report should be ready for reading on the September 24<sup>th</sup> Board of Trustee Retreat.

- IV. Adjournment** - Trustee McDonald moved a motion to adjourn at 5:17 p.m. seconded by Trustee Elizabeth Sposito, and unanimously approved through roll call.

Respectfully submitted by,  
Nanette Flores