

**Springfield Technical Community College  
Committee of Ways & Means Report  
July 20, 2020**

**Present:** MacArthur Starks, Jr., Marikate Murren, Eric Hagopian, Jynai McDonald, Jeffrey Sattler, Elizabeth Sposito and Maurice Lindsay. Also present were Dr. John Cook, Joseph DaSilva, Dr. Geraldine de Berly, Jonathan Tudryn, Darcey Kemp, Keith Paul, David Buonora, Denise Hurst, Katherine Senie, and Nanette Flores

The meeting of the Committee on Ways and Means was called to order by MacArthur Starks, Jr. at 5:00 p.m.

**FY 2020 Budget**

**Cash Flow Projection**

Mr. Tudryn provided an overview of the College's Cash Flow Projection spreadsheet. The College currently has approximately \$2,600,000 available at TD Bank. This projection extends through October and includes the first disbursement of financial aid for the fall semester. It is projected that there will be no need to divest any funds from FIA through this timeframe given the current assumptions. Trustee Starks requested more information on the Pell Grant, specifically what it is based upon. Mr. Tudryn noted that it is based on a 10% decline in enrollment for the fall semester. Trustee Starks also requested more information on the Procard Expense line. Mr. Tudryn explained that although most invoices are processed via our Accounts Payable department, the procurement cards are also used to pay invoices, more specifically, for one-time purchases.

**FY 2020 Revenue & Spending Report through June 2020**

Vice President DaSilva presented the preliminary revenue and expenditure figures through June 2020. The sources of funds had a slight uptake in state appropriations of 1%. These funds came in from the Commonwealth after the revised budget was approved. Due to the surplus this fiscal year, there is no need to divest \$100,000 which was previously requested for the VSM and eSignature. Under uses of funds there are savings in a number of areas such as utilities, PT salaries and contingency lines. In addition, \$1,062,200 from the facilities projects line will not be spent in FY2020, nor will it be carried forward to FY2021. The two projects creating these savings are the Cosmetology relocation not taking place and the fire escapes project being pushed out beyond FY2021. The projected surplus of \$2,329,216 will go into reserves and cannot be used to cover any FY 2021 potential deficit. Trustee Sattler requested information on how the surplus funds can be used. Vice President DaSilva noted that under state law it goes into reserves and any one time expenditures in FY 2021 must be approved by the Board.

**FY 2020 Facilities Projects Report**

Vice President DaSilva presented the FY 2020 Facilities Projects Report. The year to date spending as of June 30, 2020 is \$2,383,848 which includes \$859,289 from prior year funds. After the \$1,062,200 is removed as referenced above, a total funding of \$1,863,241 remains available. There will be some additional FY2020 invoices paid that will reduce this figure further, the remaining funds will roll forward to FY 2021.

## **FY 2021 Budget**

### **FY 2021 Budget/Status**

Vice President DaSilva presented an update on the FY 2021 budget. The Department of Higher Education (DHE) has recommended utilizing the original FY 2020 appropriation amount for FY 2021 budgeting purposes, with represents a 4% decrease in state appropriations. In addition, the fall semester enrollment is tracking down 8% as compared to last year. Trustee Murren requested more information regarding communication with the DHE. Specifically, any news regarding additional cuts to the state appropriation or when we may receive any updates. Vice President DaSilva explained that the tax returns were due July 15 and the state is waiting to see where the deficit will fall. Vice President DaSilva expects a 9C cut, but does not know what the amount will be. He expects the earliest news to arrive in either September or October.

### **Five-Year Capital Plan**

Vice President DaSilva discussed an update on the Five-Year Capital Plan. The total cuts/deferments from the FY 2020 budget total \$1,062,200 which will be put into reserves. The cuts/deferments for FY 2021 total \$750,000. In addition, STCC received \$375,000 from DCAMM for small projects, allowing the college to reduce the facilities projects line by this amount.

### **Review of Program Discontinuations**

Vice Presidents DaSilva and de Berly presented a review of the recent program discontinuations. Vice Presidents DaSilva began the presentation by highlighting some of the key considerations for the decisions that were made. A program cost analysis model was developed and mapped against all STCC programs. The rationale included enrollment numbers, completion rates, carrying costs and infrastructure/facilities needs. Dr. de Berly presented the fall and spring enrollment numbers for the discontinued programs. A slide showing the significant considerations taken into account for each discontinued program was presented. A number of these programs have very low enrollment and are not sustainable without state funding. Trustee Starks noted that it is good to hear that a lot of factors went into the decision. He requested that the cost model be forwarded to each member of the committee by the end of day tomorrow. Trustee Murren noted that she received a joint letter from the PA/AUC and requested that all comments from faculty, staff, students and public be submitted to Nanette Flores as clerk of the Board of Trustees. Ms. Flores will compile all comments and forward to Board of Trustees for review.

### **Value Stream Initiative**

Mr. Tudryn presented an overview and outcomes of the Value Stream Mapping process. The process has enhanced value and realized savings. The next steps include focusing on students of color and engaging an equity consultant. Vice President Kemp presented the new student checklist both pre and post value stream process as well as the use and impact of ChatNOW! In addition, the overall savings of the VSM process were presented. Trustee Hagopian noted that this process was handled well and the report was excellent.

### **President's Perspective**

Dr. Cook shared a few keys highlights. Communication continues in the form of All-College Town Halls, emails, phone calls, etc. to make sure everyone is engaged. He also noted that it will be a very trying fiscal year.

**Date of the next meeting**

August 17, 2020

**Adjournment:** A roll call vote was taken to adjourn at 6:05 p.m. Approved by Trustees Starks, Murren, Hagopian, Sattler and McDonald.

Respectfully submitted by: Carolyn deliefde