

**SPRINGFIELD TECHNICAL COMMUNITY COLLEGE
BOARD OF TRUSTEES**

**Board of Trustee Regular
Monday, February 26, 2024 at 5:00 PM
Ira H. Rubenzahl Learning Commons, Building 19/Forum**

Minutes of Meeting

- Present: Jynai McDonald, Chair Pro Tempore
Elizabeth Oleksak-Sposito, Secretary
Laurie Martin, Alumni Trustee
Tonia Butler-Pérez, Trustee (via conference phone)
Samalid Hogan, Trustee
Norman Roldan, Trustee
Jeff Sattler, Trustee
MacArthur Starks, Trustee
- Unable to Attend: Zoya Plunkett-Brown, Student Trustee
Bill Johnson, Trustee
- Also Present: Dr. John B. Cook, President
Nanette Flores, Executive Assistant to the President & Board Clerk

I. Call to Order & Roll Call

Acting Chair Jynai McDonald called the meeting to order at 5:06 p.m.

The following Trustees were present at roll call: Acting Chair Jynai McDonald, Trustee Secretary Elizabeth Oleksak-Sposito, Alumni Trustee Laurie Martin, Trustee Tonia Butler Pérez (via conference phone), Trustee Samalid Hogan, Trustee Norman Roldan, Trustee Jeff Sattler, and Trustee MacArthur Starks. Eight Trustees present, constituting a quorum.

II. Approval of Minutes

a) Board of Trustee Meeting – Monday, January 29, 2024

Trustee Norman Roldan moved to approve the minutes from the January 29th Board of Trustees meeting, seconded by Trustee Jeff Sattler. After no further discussion, unanimously approved.

III. Committee Reports

a) Committee on Internal and External Relations, held on Monday, February 5, 2024

Committee Chair, Jynai McDonald referred to the February 5th Internal and External Relations report to highlight topics discussed. Included in the report are details from the enrollment update. As shared, enrollment continues to increase (Fall and now Spring Semester), but STCC has not yet returned pre-COVID numbers.

Also noted was the upcoming Shared Governance Meeting, with the expectation that a smoke/tobacco-free campus proposal would be moving forward.

Trustee Betty Sposito moved to approve the minutes from the February 5th Internal and External Relations meeting, seconded by Trustee Samalid Hogan. After no further discussion, unanimously approved.

b) Committee on Ways and Means, held on Wednesday, February 21, 2024
Attached: Investment Sub Committee Report, held on February 1, 2024

Committee Chair Mac Starks referred to the February 21st Committee on Ways and Means report to highlight topics discussed. Attached also is the February 1st Investment Sub-Committee report reviewed by Trustee Laurie Martin at the February 21st Ways and Means meeting. Also discussed, Quarterly trust fund reports (covering quarters from FY2023 4th & FY2024 1st and 2nd) noting that the use of reserves is not anticipated. Other topics discussed are the usual financial updates and outlooks, and the context for the upcoming FY25 budget process.

Trustee Norm Roldan moved to approve the minutes from the February 21st Ways and Means meeting, seconded by Trustee Laurie Martin. After no further discussion, unanimously approved.

IV. President’s Perspective – Dr. John B. Cook, President

Dr. Cook described some of the external engagement efforts, including his recent participation in the “Read Aloud” event at the Rebecca M. Johnson School, held on Friday, February 16, alongside local officials and community leaders. Also discussed:

a) Massachusetts Community Colleges Budget Priority FY2025

Included in the meeting packet is a copy the Massachusetts Community Colleges Budget Priorities for FY2025. This document is prepared by the Massachusetts Association of Community Colleges (MACC) on behalf of all 15 Community Colleges. Notable items include free community college, SUCCESS, and capital project funding.

b) STCC Budget Assumptions FY 2025

President Cook and CFO/Vice President Andrea Nathanson presented process details for development of the FY25 budget. Per the timeline, preliminary assumptions and multi-year scenario analysis is based on factors and considerations discussed. Budget elements included in the modeled assumptions include State appropriation funding, enrollment/credits projection, student fees, staffing levels, as well as operational expenses and STCC capital/facilities which includes IT. These are the main budget levers, some of which the college can control, and some of which are very difficult to project, including for example, the timing of when the state budget is approved.

Assuming a conservative enrollment (85,900 credits/ -2%), highlighted are strategies not yet considered such as a possible trustee approval of fee increases, as well as support from reserves. Continued discussion include consideration of fee increases, the alignment of expenses with enrollment/revenue, and Trustee support for the use of reserves, and status of the previously endorsed, multi-year/\$10 million approach.

c) A look Ahead:

April (Board Annual Retreat/ in Open Meeting) – per the revision of the Trustee By-Laws, the Trustee Annual Meeting/Retreat are now held in the spring. This year’s Trustee retreat is scheduled on April 29. A speaker/presenter is planned; more details to follow.

May (FY 2025 Budget Approval) - anticipate having a final budget for Board approval.

June (Presidential Evaluation) – Acting Chair Jynai McDonald informed that the Presidential evaluation process will follow the typical model, to include the Committee Chairs, as well as leadership of the Board.

V. **Chair’s Report – Trustee Jynai McDonald, Chair Pro Tempore**

Still TBD/ Mass Department of Higher Education Trustee Conference – Still pending a date for the DHE Trustee Convening Conference.


Nanette will be sure we have all May events/dates (Pinnings, Honors, etc.)

VI. **Old Business / New Business**

VII. **Date of Next Meeting:** Monday, March 25, 2024

VIII. **Adjournment**

At 5:37 p.m., Acting Chair Jynai McDonald moved to adjourn the meeting, seconded by Trustees Norman Roldan and Elizabeth Oleksak-Sposito, and unanimously approved.


Jynai McDonald
Chair Pro Tempore, STCC Board of Trustees


Elizabeth Oleksak-Sposito
Secretary, STCC Board of Trustees