

**SPRINGFIELD TECHNICAL COMMUNITY COLLEGE
BOARD OF TRUSTEES**

**Board of Trustee Annual Meeting
Monday, April 29, 2024 at 5:00 PM
Scibelli Hall / Building 2, 7th Floor**

Minutes of Meeting

Present: Jynai McDonald, Chair Pro Tempore
Elizabeth Oleksak-Sposito, Trustee/Secretary
Zoya Plunkett-Brown, Student Trustee
Laurie Martin, Alumni Trustee (joined at 5:20pm)
Tonia Butler-Pérez, Trustee
Samalid Hogan, Trustee
MacArthur Starks, Trustee

Unable to Attend: Bill Johnson, Trustee
Norman Roldan, Trustee
Jeff Sattler, Trustee

Also Present: Dr. John B. Cook, President
Nanette Flores, Executive Assistant to the President & Board Clerk
Victor Woolridge P'16, Guest

I. Call to Order & Roll Call

Acting Chair Jynai McDonald called the meeting to order at 5:18 p.m.

The following Trustees were present at roll call: Acting Chair Jynai McDonald, Trustee Elizabeth Oleksak-Sposito, Student Trustee Zoya Plunkett-Brown, Trustee Tonia Butler Pérez, Trustee Samalid Hogan, and Trustee MacArthur Starks. Six Trustees present, constituting a quorum. Trustee Laurie Martin joined the meeting at 5:20 p.m. (after roll call)

II. Approval of Minutes

a) Board of Trustee Meeting – Monday, March 25, 2024

Trustee Samalid Hogan moved to approve the minutes from the March 25th Board of Trustees meeting, seconded by Tonia Butler Pérez. With no further discussion, unanimously approved.

III. Committee Reports

a) Committee on Internal and External Relations, held on Monday, April 8, 2024

Trustee Elizabeth Oleksak-Sposito Chaired the April 8th Committee on Internal and External Relations meeting. She provided comments regarding the helpful presentation

from Student Affairs about key initiatives, highlighting what the college is doing for students using SUCCESS funds for example, and the measureable impact on student retention. Trustees encouraged the presentation to be provided to the full Board (which will be done in June).

As noted in the April 8th Internal and External Relations meeting report, Dr. Cook provided a brief overview of the STCC Assistance Corporation (also known as the Tech Park), noting that the Tech Park has its own Board of Directors, which includes the STCC president, and how some members, including the Chair, are appointed by STCC's Board of Trustees.

Trustee Elizabeth Oleksak-Sposito moved to the full Board by the Committee on Internal and External Relations:

[Motion 2024-07] Chair Appointment: STCC Assistant Corporation

Trustee Elizabeth Oleksak Sposito moved: *That the Springfield Technical Community College Board of Trustees pursuant to the provisions of Chapter 273, Section 125 Acts of 1994, approve the appointment of Ellen Freymen as Chair of the Springfield Technical Community College Assistance Corporation Board of Directors.*

Seconded by Trustee Samalid Hogan, and unanimously approved.

Specific to tenure, Dr. Cook described the process, and noted its relationship to shared governance. Faculty and Staff up for tenure go through the process of peer assessment (via a committee); followed by a recommendation from an administrator; which then is followed by a set of recommendations to Trustees from the President; with the Board providing the final vote. Supporting documents for each of the eleven individuals under consideration were shared with the Committee.

[Motion 2024-08] Tenure Promotions

Trustee Elizabeth Oleksak Sposito moved: *That the Springfield Technical Community College Board of Trustees, pursuant to the provision of Section 22 (c), Chapter 15A, approves granting Tenure as listed on Appendix A.*

Seconded by Trustee Samalid Hogan, and unanimously approved.

b) Committee on Ways and Means, held on Wednesday, April 22, 2024

Committee Chair Mac Starks referred to the April 22nd Committee on Ways and Means report to highlight topics discussed. The Financial update and outlook included the cash flow projection and the FY 2024 revenue and spending report. Noted an increase on the projected year end cash balance of approximately \$7.9m (due in large part to increased enrollment). The FY2024 revenue and spending projection, also favorable, projecting a net income of \$2.8m by the end of the fiscal year without needing to use the budgeted \$2.5 million from Reserves. Also discussed was Budget Draft #2 for FY2025. Highlighted the forecasting of student fee increases, including how the proposed fees will not impact most

STCC student access to financial aid, including federal/Pell. Committee Chair Starks shared his appreciation for the administration/finance team process and work, and was particularly pleased by a reconciled (balanced) budget reviewed as part of the second draft.

Trustee Elizabeth Oleksak-Sposito moved to approve the minutes from the April 22nd Ways and Means Committee meeting. Seconded by Trustees Samalid Hogan and Tonia Butler Perez. After no further discussion, unanimously approved.

IV. Welcome and Opening Remarks by Trustee Jynai McDonald, Chair Pro Tempore

Acting Chair Jynai McDonald welcomed Trustees and Guest Mr. Victor Woolridge to the STCC Board of Trustees Annual Meeting.

V. References – Dr. John B. Cook

a) DCAMM Quarterly Briefing / Higher Education Capital Funding

Dr. Cook referred to the March 2024, Higher Education Capital Funding Quarterly Briefing report from DCAMM which included state decarbonization goals. The decarbonization roadmap shows STCC as “in Progress” through the use of the SHPS Capital Project.

b) FY2025 Budget, Draft #2, as presented to Ways and Means

Dr. Cook referred to Ways and Means slides to highlight a few considerations, including how the college has not needed Reserves allocated for FY ‘24. Also included in the slides is the map of student fees compared in relation to other Massachusetts Community Colleges. STCC’s proposed increase of \$6 per credit is consistent with STCC’s current position in the lower-middle range, and remains below geographic peers.

c) STCC Grants / Funding Perspective

In this final topic of reference, Dr. Cook provided data specific to grant activity and funding, show how the approved operating budget would not typically include those funds given their temporary nature. In FY ‘23, STCC was awarded \$7.64 million, and these funds are helping student support services including staffing. In FY ‘24, a total of 42 positions representing in excess of \$3m in payroll are grant-supported that otherwise STCC would likely not be able to afford.

VI. Q & A – Mr. Victor Woolridge P’16

Mr. Victor Woolridge, was introduced and served as guest speaker/presenter for the Board Annual Meeting. The 2023 STCC Commencement Speaker, a parent of a 2016 STCC graduate, and a longtime UMass Trustee, Mr. Woolridge shared his perspective on a number of pertinent topics, including the role and responsibility of a Board Member.

Noting that the role of public higher education Trustees is focused on the principle that oversight is provided for the educating of the population at the lowest cost, and that it is a certain type of board with responsibilities that include advocacy, fiduciary, and the hiring of a president to oversee all college operations. He noted that the board does not have a fundraising obligation, and that the Massachusetts Open Meeting Law is clear in how function works. Mr. Woolridge described the importance of the duty of care, the duty of loyalty, the duty of obedience, and the duty of ethics. Confidentiality is vital, and the only constituent is the Institution itself. When as about pressures placed on Trustees, Mr. Woolridge encouraged a “full circle” of knowing yes, what the community, group, or individual may want, but being honest about what can be done, and by whom. Pressures are truly part of the mission.

Also touched upon funding, including approaches to efficiencies (via a Trustee Committee of inquiry that partners with administration), and novel approaches to difficult campus/facilities issues, like public/private partnerships. Related to governance, Mr. Woolridge was clear in his view that a Board should not be involved in the management of the college; informed yes, but not involved in the operations.

VII. Old Business

- May 1st: submission to Board of Presidential self-assessment
- May 9th: first meeting of Ad Hoc Committee on Presidential Evaluation.

VIII. New Business

IX. Concluding Remarks – Chair Pro-Tempore Jynai McDonald

- X. Date of Next Meeting:** Monday, May 20, 2024

XI. Adjournment

At 6:32 p.m., Trustee Elizabeth Oleksak-Sposito called to adjourn the meeting, moved by Trustee Samalid Hogan, seconded by Trustee Tonia Butler Pérez, and unanimously approved.


Jynai McDonald
Chair Pro Tempore, STCC Board of Trustees


Elizabeth Oleksak-Sposito
Secretary, STCC Board of Trustees