

**SPRINGFIELD TECHNICAL COMMUNITY COLLEGE
BOARD OF TRUSTEES**

REGULAR MEETING

Monday, May 23, 2022

Zoom/Live Streamed via STCC YouTube Channel

Minutes of Meeting

Present: Marikate Murren, Chair
Jynai McDonald, Vice-Chair
Elizabeth Oleksak-Sposito, Secretary
Monique Selden-Riley, Student Trustee
Maurice Lindsay, Alumni Trustee
Samalid Hogan, Trustee
William Johnson, Trustee
Norman Roldan, Trustee
Jeff Sattler, Trustee (joined 3 minutes after roll call)
MacArthur Starks, Jr., 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 5:01 p.m.

II. Roll Call

The following Trustees were present at roll call: Trustee Chair Marikate Murren, Vice Chair Jynai McDonald, Trustee Secretary Elizabeth Sposito, Student Trustee Monique Selden-Riley, Trustee Maurice Lindsay, Trustee Samalid Hogan, Trustee William “Bill” Johnson, Trustee Norman Roldan, and Trustee MacArthur Starks. Nine Trustees present, constituting a quorum.

III. Approval of Minutes – Board of Trustees Meeting – Monday, April 25, 2022

Trustee Norman Roldan moved to approve the minutes from the April 25, 2022 Board of Trustees meeting, seconded by Trustee Elizabeth Sposito. After no further discussion, unanimously approved through roll call.

IV. Trustee Committee Reports

a) Committee on Ways and Means – May 9, 2022

Ways and Means Committee Chair Mac Starks referred to the May 9th meeting minutes to report on topics discussed. Included was the May 5th Investment Subcommittee report. Other topics discussed were the FY 2022 3rd Quarter Trust Fund report, and the regular update & outlook which include the FY 2022 cash flow projection and FY 2022 revenue and spending reports. Also included in the report was the 3rd/final draft of FY 2023 Budget. Trustee Starks noted that this final draft includes a more conservative enrollment projection of -6%, and a freeze on student fees. As noted in the report, the presented FY 2023 budget is balanced. In addition, Trustee Starks noted the key revenue assumptions which include the use of \$4 million of reserves, and recognition of MA ARPA funding of \$500,000; and in addition to the enrollment and fee expense assumptions, also noted a reduction of 15 full time positions and associated salary expense through attrition and retirements, \$500,000 reduction of operational expenses. After the FY 2023 Budget discussion, the Committee on Ways and Means proceeded to approve the motions on Student fees and the FY 2023 Budget.

Trustees Elizabeth Sposito moved to approve the minutes from the May 9th, 2022 Committee on Ways and Means meeting, seconded by Trustee Norman Roldan. After no further discussion, the report was approved through roll call: Student Trustee Monique Selden-Riley abstained, and approved by Trustees Marikate Murren, Jynai McDonald, Elizabeth Sposito, Maurice Lindsay, Samalid Hogan, Bill Johnson, Norman Roldan, Jeffery Sattler, and Mac Starks.

The approval of the minutes was followed by two motions moved by the Committee on Ways and Means at their May 9th meeting:

[MOTION 2022 -12] – FY 2023 Student Fees

Trustee Bill Johnson moved: That the Springfield Technical Community College Board of Trustees, pursuant to the provision of Chapter 15A, Section 22, authorize the President of the College and/or his designee(s), to freeze College fees for FY 2023 and remain at the same level as FY 2022 in recognition of the economic hardship faced by our students due to the pandemic.

Seconded by Trustee Jeff Sattler, and unanimously approved through roll call.

[MOTION 2022 -13] – FY 2023 Budget

Trustee Samalid Hogan moved: That the Springfield Technical Community College Board of Trustees, pursuant to the provision of Section 22, Chapter 15A,

approves the FY 2023 College Spending Plan and the FY 2023 Trust Fund Budgets, and further authorizes the President of the College and/or his designee(s) to take any and all prudent steps necessary to award contracts for capital projects.

Seconded by Trustee Elizabeth Sposito, and unanimously approved through roll call.

V. **President's Perspective – Dr. John B. Cook**

For a start, Dr. Cook reiterated Chair Murren's words of appreciation towards Committee on Ways and Means Chair and Trustee members for working hand in hand with the Administration and Finance team members to build up a balanced budget for FY 2023.

- **Commencement Outlook/Details**

In-person pinning ceremonies continue throughout this week. Looking forward to this year's Commencement ceremony being held in person on June 2, at the MassMutual Center.

- **Summer Operations/Outlook (including enrollment and schedule)**

In regards to enrollment, Dr. Cook noted that 50% of enrollment is known after July 1st, and as trended from past years, we can get up to 14% of enrollment two weeks prior to the start of classes. As of right now, things are encouraging, we are up 200 new students compared to last year; however, we are down overall in credits (about -1.3%). We are also looking closely at what class modality students will select, given the variety of options offered.

STCC is being mindful of COVID cases as these trend to increase. STCC has switched to a mask encouraged instead of required which will run through commencement. Vaccination mandate remains on campus.

- **Building 20 Progress/DCAMM Engagement**

One of DCAMM's senior leader and the project manager assigned to our facilities project, came to campus last Friday for a meeting with our core leadership team. Dr. Cook noted that DCAMM is the OPM (owner's project managers) considering the size of the project. They will be working hand in hand with our team and will help moving this project along. We hope to have an architect in place by the end of the summer.

- **Strategic Planning Task force/work during the summer**

- **CampusWorks Consultants, Dr. Chrissy Coley and Javon Brame**

Dr. Cook reported that the Leadership Team of Consultants from CampusWorks were introduced at the most recent All College Town Hall meeting and have met with

Cabinet members and the Task Force Group in which Trustee Elizabeth Sposito serves as the Trustee Liaison. Dr. Cook turned it over to Strategic Planning Co-Chairs, Dr. Shai Butler and Professor Eileen Cusick for further comments and introduction of CampusWorks Consultants, Dr. Chrissy Coley and Javon Brame.

Before introducing CampusWorks partners, Dr. Shai Butler introduced co-chair, Professor Eileen Cusick to the Board. Professor Cusick brings a depth of knowledge through her years at STCC and experience with Strategic Planning. Professor Cusick noted that she has been working at STCC since July of 1992 in various roles, and as a Professor since 2014. She also noted that, per CampusWorks recommendation, Dan Surdyka, STCC's Web Master, is taking over the Strategic Planning communications role.

Dr. Chrissy Coley, Portfolio Executive Leader at CampusWorks, was introduced by Professor Cusick. Dr. Coley proceeded to provide an overview of CampusWorks and of her personal experience at the company and throughout her years working in Higher Education. She noted that CampusWorks has been in business for over 20 years working exclusively with colleges nationwide. The goal is to partner with STCC to ensure an inclusive, engaging and data informed strategic planning process. As we all work together in developing insightful strategic goals and objectives that will impact college and community and will also enhance students' experience. Dr. Coley proceeded to introduce Javon Brame, Senior Optimization Executive at CampusWorks.

Dr. Coley provided an overview of the kick off throughout the past month. As Dr. Cook mentioned earlier in this meeting, Consultants have been introduced to campus at the most recent town hall meeting and met with Cabinet and the Task Force group which includes as members, a Liaison from the Board of Trustees and one from the MA Department of Higher Education. In addition Dr. Coley provided a comprehensive overview of upcoming meetings and events.

Dr. Cook announced that there will be an opportunity for a robust Q&A session at the June 27th Board of Trustee meeting.

VI. Old Business

VII. New Business

- **Executive Committee Meeting – May 18, 2022**
 - **Annual Presidential Evaluation**

On May 18, the Executive Committee met to discuss the process of the 2021-2022 presidential evaluation. Based on the process discussed, Trustees will receive a template to provide feedback focused on different areas/buckets. The deadline to submit feedback is June 6. Following the deadline for feedback, the process will include individual guided

conversations. The Executive Committee (Chair, Vice Chair, and Secretary) will meet individually with a group of Trustees. The final evaluation will include Trustee feedback gathered through these guided conversations and written feedback. Dr. Cook noted that included in the meeting packet is the President’s Self-Assessment.

VIII. Chair’s Report – Trustee Marikate Murren

Review of Presidential Evaluation timeline – Chair Murren reiterated the June 6th deadlines for written feedback. This will be followed by individual meetings with Trustees starting on the week of June 6.

Looking ahead to June meeting: Governance Model/Endorsement – Chair Murren noted that the Governance Consultant, Dr. Marti will be presenting his report for approval at the June 27th meeting. Before Board endorsement, the report will be sent to Campus community for feedback.

As a member of the Governance Working Group, Vice Chair Jynai McDonald shared an overview of the process but first acknowledged Trustee Maurice Lindsay’s participation in the Working Group as well. Trustee McDonald noted the inclusion of student voices and of other groups that in the past were lacking representation. She is hopeful that the model provides clarity of what shared Governance should be, keeping in mind the fiduciary role and other responsibilities held by the Board of Trustees as the governing body.

Dr. Cook noted that we were hopeful to gain clarity as noted by NECHE. The Board will have a motion prepped for endorsement at the June 27th meeting.

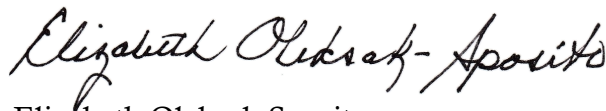
IX. Date of Next Board Meeting – Monday, June 27, 2022

X. Adjournment (Roll Call)

Meeting was called to adjourn at 5:40 p.m., moved by Trustee Maurice Lindsay, seconded by Trustee Jynai McDonald, and unanimously approved through roll call.



Marikate Murren
Chair, STCC Board of Trustees



Elizabeth Oleksak-Sposito
Secretary, STCC Board of Trustees