

**SPRINGFIELD TECHNICAL COMMUNITY COLLEGE
BOARD OF TRUSTEES**

Regular Meeting
Monday, February 27, 2023 at 5:00 PM
Zoom / Live Streamed via STCC YouTube Channel

Minutes of Meeting

Present: Marikate Murren, Chair
Jynai McDonald, Vice-Chair
Elizabeth Oleksak-Sposito, Secretary
Samalid Hogan, Trustee
Bill Johnson, Trustee
Norman Roldan, Trustee
Jeff Sattler, Trustee
*Tonia Butler-Perez, Trustee

Unable to attend: Glerisbed Garcia-Figueroa, Student Trustee
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 5:02 p.m.

II. Roll Call

The following Trustees were present at roll call: Trustee Chair Marikate Murren, Trustee Vice Chair Jynai McDonald, Trustee Secretary Elizabeth Oleksak-Sposito, Trustee Samalid Hogan, Trustee Bill Johnson, Trustee Norman Roldan, and Trustee Jeff Sattler. Seven Trustees present, constituting a quorum. *Trustee Tonia Butler Pérez joined the meeting after roll call.

III. Approval of Minutes – Board of Trustee Meeting – Monday, January 30, 2023

Trustee Jynai McDonald moved to approve the minutes from the January 30th Board of Trustees meeting, seconded by Trustee Bill Johnson. After no further discussion, unanimously approved via roll call.

IV. Committee Reports

a) Committee on Internal and External Relations – February 6, 2023

Committee Chair Jynai McDonald referred to the February 6th Committee on Internal and External Relations report to inform the full Board on topics discussed. Topics included an update

on enrollment outlook noting that at this point spring headcount is up 2% and credit count is up 4%. Also discussed in detail was enrollment by program, noting the increase in enrollment of Health Science, a decrease in General Studies, as well as data regarding the lowest enrolled programs (including Landscape Design, Civil Engineering Technology and Photonics) that are non-healthcare. Other topics discussed were updates on Strategic Planning, the Alumni Trustee Election, and the search to hire a WTCC General Manager. Also shared were the names of the new members of the STCC Foundation Board (two of the three are STCC alums). Trustee Tonia Butler Perez volunteered to be the Trustee liaison to STCC Foundation Board. Also included in the report was a note on shared governance, and a reminder of the upcoming NECHE focused visit, scheduled for March 6-7.

Trustee Norm Roldan moved to approve the minutes from the February 6th Board Committee on Internal and External Relations meeting, seconded by Trustee Elizabeth Oleksak-Sposito. After no further discussion, unanimously approved via roll call.

b) Committee on Ways and Means – February 13, 2023, including the Investment Sub Committee Report – held on February 2, 2023.

In the absence of Committee Chair Starks, Board Chair Murren referred to the February 13th Committee on Ways and Means report. Trustee Murren noted the highlights of the February 2nd Investment Sub Committee Report. Topics discussed at Ways and Means included an FY2023 2nd Quarter Trust Fund Report noting that the revenue and spending for all three trust funds fell in line with expectations. Also discussed were the regular financial update and outlook including cash flow projection, and the FY 2023 Budget outlook. The enrollment update which is not yet final is trending as budgeted. Also discussed was the FY 2024 budget process and perspective, with some key assumptions discussed with the Committee, including the multi-year strategy regarding the structure deficit.

Trustee Samalid Hogan moved to approve the minutes from the February 13th Board Committee on Ways and Means meeting, seconded by Trustee Elizabeth Oleksak-Sposito. After no further discussion, unanimously approved via roll call.

V. President’s Perspective – Dr. John B. Cook

a) Update: School of Health Relocation / Capital Project

Dr. Cook provided an update on the relocation of the School of Health & Patient Simulation (SHPS); work with DCAMM continues. The architect is leading the design process, with budget a key consideration. Dr. Cook noted a level of concern already given the project and budget. Also mentioned was that this project will be a point of focus for the newly established Trustee Committee on Facilities and Capital Improvement.

b) FY 2024 Budget Preparation

Dr. Cook noted that all slides on FY2024 planning from the Ways and Means Committee packet were included in tonight’s packet to keep the full Board informed of the multi-year plan focused on managing structural deficit. Encouraged all Trustees to

look at the deck for details and to review materials and budget drafts presented at the next couple of Ways and Means Committee meetings: Trustees can attend the committee meeting even if they are not a member.

c) NECHE visit (March 6-7)

The NECHE focused visit specific to governance is happening next week. Dr. Cook noted that the report endorsed by Trustees, was shared with the NECHE team in advance. In regards to the process of the visit, the NECHE Team Chair provides a requested list of individuals/groups and meetings they sought to have/hold as part of the visit.

In regards to shared governance, and the Shared Governance Council: Dr. Cook noted that last week, the third Shared Governance meeting occurred; there are no finalized recommendations/actions to share yet with Trustees.

d) Strategic Planning

The goal is to present for endorsement, a final Strategic Plan to the Board at the April meeting. Currently working on establishing objectives that correspond to strategic goals; also to include metrics/performance indicators, and as an example, a [KPI example](#) from Mass Department of Higher Education (DHE) on “Workforce Alignment” was reviewed.

Dr. Cook also shared a process note in regards to sharing the draft of strategic goals with area community leaders. Draft goals and the equity lens description was shared with 55 community leaders. One response back stated the following:

“I cannot think of five stronger synthesized goals for the future of STCC. I think you and the task force truly nailed where the institution - as a powerful (and unfortunately, still untapped) partner - should be going next... this plan would seemingly mandate - as we exist in a resource-limited world - a lot of reorganization (systems and people)...with programs (academic and support) expanding, downshifting or even sunseting as a result.”

Also noted, the revised Board Bylaws call for an annual Trustee meeting in the spring instead of a retreat held in September; discussed the potential of using the April meeting as the annual Trustee meeting, and utilize the Strategic Plan as the focus.

VI. Chair’s Report, Trustee Marikate Murren

Board Chair Murren commended the work done towards addressing NECHE’s Notice of Concern. She also moved up the “new business” topic to her report and announced that Trustee Jeff Sattler has agreed to Chair the Facilities and Capital Improvement Committee. Dr. Cook noted June (instead of May) for a meeting of the Facilities and Capital Improvement meeting.

VII. Old Business

Trustee McDonald and Trustee Butler-Perez shared their experience at the recent [ACCT Legislative Summit at Washington DC](#).

- a) Outcome from Alumni Trustee vote / TBD with appointment by Governor
Dr. Cook announced that the vote for an Alumni Trustee is finalized. The name will be announced upon formal appointment by the Governor.


VIII. New Business

IX. Date of Next Board Meeting – Monday, March 27, 2023 in-person B19/Forum

X. Adjournment

Meeting was called to adjourn at 5:39 p.m., Trustee Jynai McDonald moved to adjourn the meeting, seconded by Trustee Norman Roldan and unanimously approved via roll call.


Marikate Murren
Chair, STCC Board of Trustees


Elizabeth Oleksak-Sposito
Secretary, STCC Board of Trustees