

SPRINGFIELD TECHNICAL COMMUNITY COLLEGE
BOARD OF TRUSTEES

REGULAR MEETING
Scibelli Hall, Building 2, 7th Floor

Monday, January 25, 2016
5:00 p.m.

Minutes of the Meeting

Present: Christopher Johnson, Chair of the STCC Board of Trustees
William Abrashkin
Steven Grande
Eric Hagopian
Debra Kaylor
Rosa Maldonado-Brown
Daniel Moen
Benigno Padilla
Franklin Quigley
MacArthur Starks

Also Present: Ira H. Rubenzahl, President
Michelle LeDoux, Staff Assistant, Office of the President
Michael Suzor, Assistant to the President, Office of the President
Arlene Rodríguez, Vice President, Academic Affairs
Joseph DaSilva, Vice President of Administration/CFO
Kamari Collins, Interim Vice President of Student and Multicultural Affairs
Joan Nadeau, Senior Director of Human Resources
John Reynolds, Events Planner, Facilities Department
Nick Camerota, Professor/Representative, STCC Professional Association
Louisa Davis-Freeman, Dean, Admissions Office
Jonathan Tudryn, Controller, Business Office

Excused Absences: Maria Gonçalves

Guests: Denise Pagán-Vega
Dora Robinson

I. Call to Order

Trustee Johnson called the meeting to order at 5:07 p.m.

II. Introduction of New Members

Trustee Johnson welcomed the three new members of the STCC Board of Trustees, Steven Grande who started and attended the regular meeting, in November, Franklin Quigley, who is on the Foundation board and will serve on the presidential search committee, and MacArthur Starks, who has been with MassMutual for 11 years, and currently holds the position of Change Agent. Trustee Johnson stated that it is “an

extraordinarily important time” to serve of the STCC Board of Trustees, as it pertains to the presidential search process, and that the College has enjoyed a period of great leadership under President Rubenzahl.

III. Thank You and Farewell – Denise Pagán-Vega and Dora Robinson

Trustee Johnson presented both Denise Pagán-Vega and Dora Robinson with a proclamation and a gift of appreciation on behalf of the STCC Board of Trustees and the College. He said that they have made a difference in the lives of students and wished them happiness and success. Trustee Johnson stated that Dora Robinson “always asked the relevant questions that dealt with the students and their needs.”, and that Denise Pagán-Vega “has added invaluable experience to the Board of Trustees.”

Both Dora Robinson and Denise Pagán-Vega had the opportunity to say a few words.

Dora Robinson stated that she “cannot say enough about Ira’s leadership, not just for the college, but for the community, as well.” She recommended that President Rubenzahl and the College “continue to exceed the expectations, and continue to do what needs to be done so that our young people continue to have opportunities.” Dora Robinson stated that the United Way of the Pioneer Valley is a partner of the Thrive Center and that she would continue to support the college in a special way, professionally and otherwise, to ensure that students access workforce opportunities. Dora and Frank Robinson both graduated from community colleges and they are deeply committed to the importance of community colleges and junior colleges. Dora was awarded a scholarship that allowed her to continue her education at Cornell University.

Denise Pagán-Vega stated that she was educated in a public school system and that she is “passionate about education.” She graduated from high school in Puerto Rico and moved to Indiana to attend college. It was a great experience for her, but she missed the palm trees. Denise was doing an internship in Washington, D.C. when she met a Board of Trustees’ member from William Paterson University and was fortunate to be guided by someone who supports education. Denise added that she will continue to support the campus and the students to ensure that the students are highly involved in their education. She will be “watching and pressuring” to ensure positive outcomes for all students.

IV. Approval of Minutes – Regular Meeting – November 23, 2015

Trustee Grande moved to approve the minutes of the meeting of November 23, 2015, seconded by Trustee Padilla, and unanimously approved (*Attachment #1*).

V. Trustee Committee Reports

Committee on Internal and External Relations

[Committee Report] Meeting held on Monday, January 25, 2016 at 4:00 pm.

The committee meeting was held one hour prior to the regular meeting of the STCC Board of Trustees. The committee report will be available at the next regular meeting scheduled to convene on Monday, February 22, 2016.

Committee on Ways and Means

[Committee Report] Meeting held on January 11, 2015.

Trustee Kaylor reported that sources of funds were where they were expected to be in this point in time. Cash flow projections as of January 11, 2016 total 2.3 million and are held in a TD Bank account. Overall, FY 2016 1st quarter report, trust funds are where they are supposed to be. In an effort to increase enrollment the College offered 9 winter session courses. The FY 2015 facilities report highlighted projects completed within the last fiscal year, the Wi-Fi Lounge in building 17, which is popular with students, a pedestrian walk, and other projects. Consigli will begin

construction of building 19 this summer. Lt. Governor Karyn Polito will be the commencement speaker. Trustee Moen moved to approve the committee reported, seconded by Trustee Hagopian, and unanimously approved.

VI. Presidential Search Process

Trustee Johnson, Chair of the STCC Board of Trustees, will serve as Chair of the Presidential Search Committee. The presidential search committee is a sub-committee on the STCC Board of Trustees and is subject to the *Open Meeting Law*. Trustee Johnson explained the process for the presidential search stating that the Board of Higher Education (BHE) has established a set of guidelines for presidential searches. There are different constituencies represented on the committee. Laurie Savona, Operations Officer for Search Services of the Association of Community College Trustees (ACCT), contacted the Board members for their input on the presidential search process. The committee will conduct interviews via Skype. The objective is to select between 8 and 12 semi-finalists from the first round of interviews, and then narrow the search to 3 to 5 finalists whom will be interviewed by the Board of Trustees. The Board should reach a consensus and recommend the selected candidate to the Board of Higher Education for final approval. The process will include a site visit to the candidate's campus. ACCT has confirmed that there is adequate time to receive viable applicants. The presidential search may generate 1,500 potential applicants. The new president should start prior to the beginning of the next academic year.

VII. [MOTION #2016-07] Approval of Presidential Search Committee

Trustee Quigley moved to approve the following:

[MOVE]

Pursuant to Massachusetts General Law, Chapter 15A, Section 21 that gives authority to each Board of Trustees with the approval of the Board of Higher Education, to appoint or to remove the chief executive officer of its institution, and with the Board of Higher Education's *Guidelines and Procedures for the Search, Selection, Appointment and Removal of State University and Community College Presidents*, the Springfield Technical Community College Board of Trustees approves the following Presidential Search Committee.

The motion was seconded by Trustee Abrashkin, and unanimously approved.

VIII. [MOTION #2016-08] Approval of Christopher Johnson as Chair of the Presidential Search Committee

Trustee Abrashkin moved to approve the following:

[MOVE]

Pursuant to Massachusetts General Law, Chapter 15A, Section 21 that gives authority to each Board of Trustees with the approval of the Board of Higher Education, to appoint or to remove the chief executive officer of its institution, and with the Board of Higher Education's *Guidelines and Procedures for the Search, Selection, Appointment and Removal of State University and Community College Presidents*, the Springfield Technical Community College Board of Trustees approves Christopher Johnson as Chair of the Presidential Search Committee.

The motion was seconded by Trustee Moen, and unanimously approved.

IX. [MOTION #2016-09] Approval of Barb Chalfonte as Vice Chair of the Presidential Search Committee

Trustee Johnson stated that Dr. Barb Chalfonte, Dean of Institutional Effectiveness, will serve as Vice Chair of the presidential search committee.

Trustee Quigley moved to approve the following:

[MOVE]

Pursuant to Massachusetts General Law, Chapter 15A, Section 21 that gives authority to each Board of Trustees with the approval of the Board of Higher Education, to appoint or to remove the chief executive officer of its institution, and with the Board of Higher Education's *Guidelines and Procedures for the Search, Selection, Appointment and Removal of State University and Community College Presidents*, the Springfield Technical Community College Board of Trustees approves Barb Chalfonte as Vice Chair of the Presidential Search Committee.

The motion was seconded by Trustee Abrashkin, and unanimously approved.

X. [MOTION #2016-10] Approval of the Hiring of the Search Firm, Association of Community College Trustees (ACCT) to Assist in the Presidential Search Process

Trustee Moen moved to approve the following:

[MOVE]

Pursuant to Massachusetts General Law, Chapter 15A, Section 21 that gives authority to each Board of Trustees with the approval of the Board of Higher Education, to appoint or to remove the chief executive officer of its institution, and with the Board of Higher Education's *Guidelines and Procedures for the Search, Selection, Appointment and Removal of State University and Community College Presidents*, the Springfield Technical Community College Board of Trustees approves the hiring of the search firm, Association of Community College Trustees (ACCT), to assist in the presidential search process.

The motion was seconded by Trustee Grande, and unanimously approved.

XI. [MOTION #2016-11] Approval of the Budget for Expenses Incurred by the Presidential Search Process

The Association of Community College Trustees (ACCT) will charge \$35,000 for their services during the presidential search process. This is the market price for presidential searches. Travel expenses for the candidates, committee members, and ACCT have been included in the allocated budget.

Trustee Grande moved to approve the following:

[MOVE]

Pursuant to Massachusetts General Law, Chapter 15A, Section 21 that gives authority to each Board of Trustees with the approval of the Board of Higher Education, to appoint or to remove the chief executive officer of its institution, and with the Board of Higher Education's *Guidelines and Procedures for the Search, Selection, Appointment and Removal of State University and Community College Presidents*, the Springfield Technical Community College Board of Trustees approves a budget of \$55,000 for expenses incurred by the presidential search process.

The motion was seconded by Trustee Kaylor, and unanimously approved.

XII. [MOTION #2016-12] Approval of the Proposed Work Plan and Time Line of the Presidential Search Process

Trustee Moen moved to approve the following:

[MOVE]

Pursuant to Massachusetts General Law, Chapter 15A, Section 21 that gives authority to each Board of Trustees with the approval of the Board of Higher Education, to appoint or to remove the chief executive officer of its institution, and with the Board of Higher Education's *Guidelines and Procedures for the Search, Selection, Appointment and Removal of State University and Community College Presidents*, the Springfield Technical Community College Board of Trustees approves the proposed work plan and time line of the presidential search process.

The motion was seconded by Trustee Hagopian, and unanimously approved.

XIII. [MOTION #2016-13] Approval of the Presidential Profile

Trustee Quigley moved to approve the following:

[MOVE]

Pursuant to Massachusetts General Law, Chapter 15A, Section 21 that gives authority to each Board of Trustees with the approval of the Board of Higher Education, to appoint or to remove the chief executive officer of its institution, and with the Board of Higher Education's *Guidelines and Procedures for the Search, Selection, Appointment and Removal of State University and Community College Presidents*, the Springfield Technical Community College Board of Trustees approves the Presidential Profile developed by the Association of Community College Trustees (ACCT) for its use in the current presidential search process.

The motion was seconded by Trustee Moen, and unanimously approved.

XIV. Old Business

No old business.

XV. New Business

Honorary Degree Nominations Process – Trustee Johnson gave a brief overview of the nomination process.

XVI. President's Report

President Rubenzahl shared information about the Governor's Economic Development Plan and the budget recommendations with the Board. Advocacy Day will be held on March 7, 2016.

XVII. Chair's Report

Trustee Johnson attended the Massachusetts Community Colleges Trustees Association meeting on December 8, 2015. JD LaRock, Chair of the North Shore Community College Board of Trustees was selected as the *segmental representative* for all community colleges on the Board of Higher Education meeting. Trustee Johnson stated that the STCC Board of Trustees is a public body and is subject to the Open Meeting Law. He asked the Trustees not to "reply all" to emails to discuss official business, because this is a violation of the Open Meeting Law. All meetings, when the members of a public body are deliberating and making decisions,

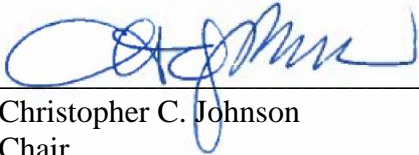
are required to be posted by law. No deliberation can take place if the public has not been informed of its intent to convene. Members of public bodies should go online to take a training on the Conflict of Interest Law, sign the acknowledgement, and print the certificate.

XVIII. Next Meeting

The next regular meeting of the STCC Board of Trustees is scheduled to convene on Monday, February 22, 2016 at 5:00 p.m. in Scibelli Hall, building 2, rooms 703-704.

XIX. Adjournment

Trustee Moen moved to adjourn the meeting at 6:18 p.m., seconded by Trustee Abrashkin and unanimously approved.



Christopher C. Johnson
Chair
STCC Board of Trustees