



**SPRINGFIELD TECHNICAL COMMUNITY COLLEGE
BOARD OF TRUSTEES**

REGULAR MEETING

Monday, January 29, 2018
Scibelli Hall, Building 2, 7th Floor
5:00 – 6:00 p.m.

Minutes of the Meeting

Present:

Christopher Johnson, Chair of the STCC Board of Trustees
Franklin Quigley, Trustee
Marikate Murren, Trustee
Vicki Crouse, Trustee
Steven Grande, Trustee
Eric Hagopian, Trustee
Elizabeth Oleksak-Sposito, Trustee (via conference call)
MacArthur Starks, Trustee
Karolyn Toribio, Student Trustee

Also Present:

Dr. John B. Cook, President
Dr. Barb Chalfonte, Vice President of Institutional Effectiveness
Kamari Collins, Vice President of Student and Multicultural Affairs
Rima Dael, Executive Director of Institutional Advancement and Foundation
Joseph DaSilva, Vice President of Administration/CFO
Joan Murphy, Senior Director of Human Resources
LaRue Pierce, Assistant Vice President of Student Affairs/Dean of Students
Gerardo Zayas, Acting Vice President of Academic Affairs
Joan Gravel, Director of Marketing & Communications
Michael Suzor, Assistant to the President
Jonathan Tudryn, Controller
Doroth Ungerer, Senior Accountant
Dawn West, Executive Assistant to the President
Nicholas Camerota, Professor, Social Sciences Department
Irma Garcia-Zingarelli, Admissions Counselor
Daniel Hebert, Professor, Criminal Justice Department
Bob Rodgers, Adjunct Faculty, Business Administration
Brian Krawiec, STCC Student
Luanna Saunders, Staff Assistant, President's Office
Matt Gravel, Dean, Enrollment Management
Cindy Fuller, Faculty, Interdisciplinary Studies
Anne Bonemery, Dean, School of Arts, Humanities & Social Science
Chris Scott, Dean, Health & Patient Simulation
Matt Noyes, Representative of Board of Trustees (Boston)

I. Call to Order

Chairman Johnson called the meeting to order at 5:00 pm.

II. Roll Call

The roll call was taken with the following STCC Board of Trustees members present: Chairman Christopher Johnson, Franklin Quigley, Marikate Murren, Karolyn Toribio, and Elizabeth Oleksak-Sposito participated via conference call. Chair Johnson announced that seven members were present constituting a quorum. Trustee Eric Hagopian arrived at 5:10 and joined the other board members on the building tour.

III. Building Tour - Department of Criminal Justice Practical Applications Lab, Building 17, Room 420

Chairman Johnson adjourned the meeting at 5:06 to participate in a tour of the Department of Criminal Justice Practical Applications Lab.

IV. Approval of Minutes November 27, 2017 meeting

Chairman Johnson moved to approve the minutes from the November 27, 2017 meeting, seconded by Trustee Starks and unanimously approved.

V. Trustee/Committee Reports:

Committee on Internal and External Relations

Committee Report - Meeting held: Monday, January 22, 2018

Trustee Frank Quigley, Chair of the Committee on Internal and External Relations updated the Board of Trustees regarding the status of the application for the Health Science Associate in Science Degree Program. The application has been forwarded to the Department of Higher Education for their approval. Trustee Quigley moved that the Board of Trustees Committee on Internal and External Relations of Springfield Technical Community College approve the application submission of the proposed new Health Science Associate in Science Degree Program. Trustee Christopher Johnson moved that the application be approved, the motion was seconded by Trustee Sposito and unanimously approved.

Trustee Quigley updated the Board of Trustees about the status of search for the Vice President of Academic Affairs, with a pool of eighty-two candidates. The Search Committee has been established and the Committee hopes to have the new Vice President hired by June 1, 2018. The Search Committee for the Executive Director of Foundation received sixteen applications with five candidates scheduled for interviews.

Trustee Vicki Crouse moved that the Board of Trustees of Springfield Technical Community College approve the Report on the Committee on Internal and External Relations meeting of January 22, 2018. Trustee Steven Grande seconded the motion and was unanimously approved.

Committee on Ways & Means

Committee Report - Meeting held: Monday, January 8, 2018

Trustee MacArthur Starks, Chair of the Committee on Ways and Means updated the Board of Trustees regarding the FY 2018 Revenue & Spending Reports through December 2017. He reported that the water/sewer expenses are running higher than normal due to the heating system issues in Building 20 (flushing). In addition, contractors working on Building 19 damaged water lines that needed repairs. The College has been reimbursed \$42k to cover a portion of the water/sewer expenses incurred as a result of these damages.

Trustee Starks discussed the Investment Subcommittee's recommendation to incorporate Socially Responsible Investing in the College's portfolio. The subcommittee is recommending 10% of the short-term portfolio (approximately \$330K) be invested in the TIAA-CREF Social Choice Bond account. A motion will be presented at the full Board of Trustees meeting later this month that would amend the investment policy statement allowing for such investments.

Trustee Starks reported the findings of the State Auditor's Report for the period of July 1, 2014 through December 31, 2016. Three audit findings were identified in the following areas: inventory administration, procurement card, and travel approvals. However, the College is taking corrective measures to address the items identified and will continue to monitor and improve these processes.

Trustee MacArthur Starks moved that the Board of Trustees of Springfield Technical Community College approve the Report on the Committee on Ways and Means meeting of January 8, 2018. Trustee Eric Hagopian seconded the motion and was unanimously approved.

VI. [Motion 2017-18] Request for Approval of the Revised Investment Policy Statement

Trustee Hagopian moved that Board of Trustees of Springfield Technical Community College approves the revised Investment Policy Statement to deploy capital to investment strategies and mandates that otherwise adhere to various environmental, social, and governance (so-called "ESG") factors. The motion was seconded by Trustee Starks and approved unanimously.

VII. [Motion 2018-01] Request for Approval of the FY2017 Massachusetts Office of Student Financial Assistance (MOSFA) Report and Audit

Trustee Quigley moved that the Springfield Technical Community College Board of Trustees Committee on Ways and Means, pursuant to the provision of Section 22, Chapter 15A, recommends to the Board of Trustees the approval of the FY2017 Massachusetts Office of Student Financial Assistance (MOSFA) Report and audit as presented. The motion was seconded by Trustee Murren and approved unanimously.

VIII. Health Science Associate in Science Degree Program Update

An update was given to the Board of Trustees on the status of the Health Science Associate in Science Degree Program application to the Department of Higher Education. The following staff members participated in the presentation: Dean of Health and Patient Simulation, Christopher Scott; Dean of Enrollment Management, Matt Gravel; Department Chair, and Health Studies, Cindy Fuller.

During the presentation, they outlined the next steps to include the implementation of an open access program (developmental, career, and transfer). In an effort to provide students with more choices, both full-time and part-time pathways, create multiple starting options during the fall, spring and summer semesters. Furthermore, the college would provide wrap around services to include, advising, tutoring, and other services to support our students.

IX. [Motion 2018-02] Request for Approval of the Health Science Associate in Science Degree Program

That the Board of Trustees Committee on Internal and External Relations of Springfield Technical Community College recommends to the Board of Trustees of STCC to approve the application for a new Associate in Science in Health Science Degree Program. Trustee Frank Quigley moved that the Board of Trustees of Springfield Technical Community College approve the Health Science Associate in Science Degree Program. Trustee Murren seconded the motion and was unanimously approved.

X. Election of Officers

Trustee Christopher Johnson opened the floor for nominations for the position of Vice-Chair. Trustee Eric Hagopian nominated Trustee Frank Quigley. Chair Johnson closed the nominations. Trustee Steven Grande seconded the nomination and it was unanimously approved.

Trustee Christopher Johnson opened the floor for nominations for the position of Secretary. Trustee Frank Quigley nominated Trustee Marikate Murren. Chair Johnson closed the nominations. Trustee MacArthur Starks seconded the nomination and it was unanimously approved

XI. Old Business – None

XII. New Business – None

XIII. President’s Report by Dr. John B. Cook

President Cook briefed the Board of Trustees on the progress of the application of Health Science Guided Pathway and the importance of developing a pathway for students into a career in the healthcare field. Dr. Cook also stressed the significance of student retention and the process of moving students into these new programs.

He also discussed that budget planning meetings will be held in the next two weeks in order to review budgets and expenditures. In addition, there are ongoing discussions with DCAMM regarding the flood in Building 20 and the college has made a request for assistance in making the building repairs.

Dr. Cook stated that two key searches are in progress. The Search Committee has been established and the Committee hopes to have the new Vice President hired by June 1, 2018. The Search Committee for the Executive Director of Foundation received sixteen applications with five candidates scheduled for interviews

XIV. Chair’s Report

Trustee Johnson acknowledged and thanked Matt Noyes for attending the Board of Trustees meeting. He is serving as the Representative to the Board of Trustees. He also discussed the upcoming Annual Trustees Conference that will be held on March 1, 2018. It is a good opportunity for board members to learn what is happening at the state level, to learn the differences between two and four year institutions, and training for new board members.

XV. Date of Next Board Meeting – Monday, February 26, 2018 at 5:00 pm

XVI. Adjournment

Trustee Johnson moved to adjourn the meeting at 6:08 p.m. seconded by Trustee Vicki Crouse and unanimously approved.



Christopher C. Johnson
Chair, STCC Board of Trustees

Approved at 2/26/18 meeting