



SPRINGFIELD TECHNICAL COMMUNITY COLLEGE BOARD OF TRUSTEES

REGULAR MEETING
Monday, October 30, 2017
5:00 p.m.
Building 2, Room 701-702

Minutes of the Meeting

Present: Christopher Johnson, Chair of the STCC Board of Trustees
Franklin Quigley, Trustee
Maria Crouse, Trustee
Steven Grande, Trustee
William Johnson, Trustee
Marikate Murren, Trustee
Jeffrey Sattler, Trustee
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 Gravel, Director of Marketing & Communications
Joan Murphy, Senior Director, Human Resources
LaRue Pierce, Assistant Vice President of Student Affairs/Dean of Students
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
Daniel Hebert, Professor, Criminal Justice Department
Bob Rodgers, Adjunct Faculty, Business Administration
Brian Krawiec, STCC Student

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 present: Chairman Christopher Johnson, Franklin Quigley, Maria Crouse, Steven Grande, William Johnson, Marikate Murren, Jeffrey Sattler, MacArthur Starks, and Karolyn Toribio. Chair Johnson announced that nine members were present constituting a quorum. Trustee Eric Hagopian joined the meeting the beginning of the tour of the Student Learning Commons.

III. Approval of Minutes

Regular Meeting – September 18, 2017

Chair Christopher Johnson moved to approve the minutes of the September 18, 2017, seconded by Trustee Quigley seconded and unanimously approved.

IV. Tour/Student Learning Commons (B19)

Chair Christopher Johnson adjourned the meeting at 5:10 PM. The Board members toured the Student Learning Commons, Building 19. The meeting reconvened at 5:30 pm at the conclusion of the tour of Building 19.

Trustee/Committee Reports:

Committee on Internal and External Relations

Committee Report (Meeting held: Monday, September 18, 2017)

Trustee Quigley moved that the Board of Trustees of Springfield Technical Community College approve the re-appointment of Stephen Cary to WTCC Board of Directors effective September 27, 2017, through September 27, 2020. Trustee Grande seconded the motion and unanimously approved.

Trustee Quigley moved that the Board of Trustees of Springfield Technical Community College approve the application of the proposed new academic Biomedical Engineering Technology Associate in Science Degree program. Trustee Murren seconded the motion and unanimously approved.

Trustee Frank Quigley updated the Board of Trustees about the Foundation's fundraising event on October 22, 2017. The Foundation has authorized development of a new brochure and lapel pin. Dr. Cook discussed the difference between the Foundation and the STCC Board of Trustees and the process of funding STCC student scholarships.

Committee on Ways & Means

Committee Report (Meeting held: Thursday, October 12, 2017)

Trustee Starks is the new Chair of the Committee on Ways and Means. He reported on the FY 2017 audit and the College's cash flow projections for FY 2018. In addition, Trustee Starks provided an overview of the August 3rd Investment Subcommittee meeting.

The federal financial aid funds have been called in and the College currently has approximately \$5,400,000 at TD Bank. As previously discussed, the College divested \$2,100,000 from the investments managed by Fiduciary Investment Advisors (FIA). The College will be reinvesting the \$2,100,000 with FIA.

Trustee Starks also discussed the revenue and expenditures through September 2017. Student fee revenues are up slightly due to enrollment being better than projected. Full time salaries are a little below budget due to vacant positions. Part-time salaries are lower than budgeted due to the timing of adjunct faculty payroll.

Trustee William Johnson moved that the Board of Trustees of Springfield Technical Community College approve the Report on the Committee on Ways and Means meeting of October 12, 2017. Trustee Eric Hagopin seconded the motion and was unanimously approved.

V. **Motion 2017-18 Approval for Major Capital Project Request**

Dr. Cook explained that a Major Capital Projects request is being submitted to DCCAM under the Higher Education Capital Project program for the following projects: (1) To address STCC's needs pertaining to Building 20, and to explore and pursue various options including those off campus; (2) To renovate

Building 32, the HVAC Technologies Building, to allow for the doubling of the HVAC program and the construction of a Smart Building.

Trustee Steven Grande moved that the Board of Trustees of Springfield Technical Community College approve the motion for the Major Capital Project Request and seconded by Trustee Frank Quigley and unanimously approved.

VII. Old Business - None

VIII. New Business - None

IX. President's Report by Dr. John B. Cook

President Cook provided the Committee with updates, including enrollment and the connection to the college budget. Enrollment is down 6% (including being down from year-over-year), but helpfully, the College projected an enrollment decrease of 8%, which of course means we are beating the projection. Recruitment numbers are strong, and the difference remains with student retention, which remains a key focus.

Dr. John Cook revisited the two areas of priority for the college in the coming year as shaped by the Student Success Plan. The first area of focus is Utilization and the Building 19-Student Learning Commons process and project. The College continues to plan and prepare for the opening of Building 19, and a utilization study is underway to look at campus function, including future possibilities (i.e. such as the co-locating together of all Engineering Technologies).

The second priority is the development of Health Science Guided Pathway. It is imperative to develop a pathway for the approximately 1,000 students currently enrolled in pre-health, particularly because this program does not differ from General Studies. There remains an important need to build a pathway from workforce certificates like CNA, and Phlebotomy, to a degree program with definition and clarity so that students can get a better understanding of health professions and various careers.

Lastly, Dr. Cook shared that he will continue use email to update the campus community about current projects.

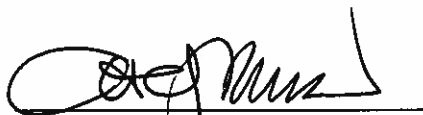
X. Chair's Report

Chair Johnson stated that with the two new appointments, that the Board membership is full with eleven (11) members. In addition, the Vice Chair and Secretary positions are open and can be voted on at the next meeting. A tour will be scheduled for the November 27, 2017 board meeting.

XI. Date of Next Board Meeting - Monday, November 27, 2017 at 5:00 pm

XII. Adjournment

Chair Johnson moved to adjourn the meeting at 5:55 pm and seconded by Trustee William Johnson.



Christopher C. Johnson
Chair, STCC Board of Trustees