

SPRINGFIELD TECHNICAL COMMUNITY COLLEGE
BOARD OF TRUSTEES

REGULAR MEETING
Scibelli Hall, Building 2, 7th Floor

Monday, March 28, 2016
5:00 p.m.

Minutes of the Meeting

Present: Christopher Johnson, Chair of the STCC Board of Trustees
Benigno Padilla III, Student Trustee
Debra Kaylor, Vice Chair of the STCC Board of Trustees
Daniel Moen, Secretary of the STCC Board of Trustees
William Abrashkin
Maria Gonçalves
Steven Grande
Eric Hagopian
Rosa Maldonado-Brown
Franklin Quigley
MacArthur Starks, Jr.

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, 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
Adrienne Smith, Dean, School of Engineering Technologies and Mathematics
Leona Ittleman, Dean, School of Business and Information Technologies
Anne Bonemery, Interim Dean, School of Arts, Humanities, and Social Sciences

Excused Absences: Eric Hagopian

I. Call to Order

Trustee Johnson called the meeting to order at 5:03 p.m.

II. Approval of Minutes – Regular Meeting – February 22, 2016

President Rubenzahl has emailed by Commissioner Santiago reminding him to provide the data that was requested during his visit. The annual budget request from the governor is a public document. Trustee Abrashkin moved to approve the minutes of the meeting, seconded by Trustee Grande and unanimously approved (*Attachment #1*).

III. **Trustee Committee Reports**

Committee on Internal and External Relations

[Committee Report] Meeting held March 21, 2016

Trustee Abrashkin, committee chair, provided a summary of the committee meeting. The Dual Enrollment/CollegeNow program is picking up steam, and has proven to be successful. Currently, online students do not have the opportunity to engage in campus life. On the recommendation from the Honorary Degree Committee, the Committee on Internal and External Relations recommends the approval of Raymond Warren as the 2016 honorary degree recipient. The committee reviewed the report on new hires. The committee reviewed the policy on Delegating Personnel Authority to the Ira Rubenzahl that stated that President Rubenzahl has the authority to hire, promote, transfer, and dismiss all personnel, and decided to amend it to a more generic form by removing Ira Rubenzahl's name from the policy and simply replacing it with "the college president" where applicable. Enrollment trends are a challenge. The numbers of student graduating from high school are down. The number of credit per student has dropped. Westfield state and other institutions of higher education are lowering their admissions standards in order to compete with community colleges. Credits sold are down and this puts pressure on the college's budget. Trustee Gonçalves moved to approve the committee report, seconded by Trustee Moen, and unanimously approved (*Attachment #2*).

Committee on Ways and Means

[Committee Report] Meeting held February 22, 2016

Trustee Padilla moved to approve the committee report, seconded by Trustee Abrashkin, and unanimously approved (*Attachment #3*).

[Committee Report] Meeting held March 14, 2016

Trustee Kaylor, committee chair, reported that the revenue and spending reports were accurate within the budget. Also, salaries and benefits are on budget. Jonathan Tudryn reported that Pell grants came in lower than expected. The FY 2017 budget shows a \$10.00 per credit increase. The next committee meeting will be held on April 11, 2016. Trustee Abrashkin moved to approve the committee report, seconded by Trustee Starks, and unanimously approved (*Attachment #4*).

IV. **Old Business**

- Letters to US-Mass Congressmen and Senators requesting congressional approval on Obama's Proposal to Expand the Pell Grant

The letters that were mailed out to Senator Markey and Senator Warren, and Congressman McGovern and Congressman Neal are provide for information purposes only.

V. **New Business**

VI. **[MOTION #2016-14] Approval of Use of Reserves for Building 20, Suite 112 / FY 2016 Revision of GEN ED Trust Funds**

Background: Suite 112 was formerly used as office suites by the Nursing Department faculty, but it has sustained serious water infiltration and associated issues. This money will be used to begin elimination of water damage in this area to enable its use for Nursing

Department faculty. It is the college administration's intention to ask for an additional \$250,000 from the reserves of the FY '17 budget to complete this project.

Trustee Kaylor moved to approve the following:

[MOVE]

That the Springfield Technical Community College Board of Trustees, pursuant to the provision of Section 22, Chapter 15A, increases the following trust fund budget and utilization of the trust reserves to begin the renovations of suite 112 in building 20:

General Education Trust Fund budget sources of funds and uses of funds for FY 2016 in the amount of \$250,000.

Seconded by Trustee Gonçalves, and unanimously approved.

VII. [MOTION #2016-15] Approval of Amendment to the Dual Enrollment / CollegeNow Program

Background: The Dual Enrollment/CollegeNow Program has grown significantly and is working well. However, analysis shows a significant number of students taking online or distance courses have little or no connection with the college.

Trustee Moen moved to approve the following:

[MOVE]

That the Springfield Technical Community College Board of Trustees approves the amendment to the Dual Enrollment/CollegeNow Program by removing the words, "and online offerings" from line 5 in paragraph 1, and adding, "However, online and distance education offerings are excluded".

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

VIII. [MOTION #2016-16] Approval of Honorary Degree Recipient

Trustee Quigley moved to approve the following:

[MOVE]

That the Springfield Technical Community College Board of Trustees approves the Awarding of the Honorary Associate's Degree to Mr. Raymond Warren at 49th Commencement Ceremony on Thursday, June 2, 2016.

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

IX. [MOTION #2016-17] Approval of Amendment to Delegating Personnel Authority to the College President

Trustee Goncalves moved to approve the following:

[MOVE]

That the Springfield Technical Community College Board of Trustees amends the original motion (number 15-02) on Delegating Personnel Authority to the College President, Ira Rubenzahl by striking his name from the policy and adding, “the college president” or “president”, where applicable.

Seconded by Trustee Maldonado-Brown, and unanimously approved.

X. [MOTION #2016-18] Approval of Recommending to the Board of Higher Education the Naming of Building 19 in Honor of President Rubenzahl

Trustee Abrashkin moved to approve the following:

[MOVE]

That the Board of Trustees of Springfield Technical Community College recommends to the Board of Higher Education that the building presently designated as “Building 19” on the Springfield Technical Community College campus be named the “Ira Rubenzahl Student Learning Commons” in recognition of President Rubenzahl’s outstanding service and commitment to the College and the greater Springfield community.

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

XI. President’s Report

President Rubenzahl reported that the Not Just Business as Usual (NJBAU) event scheduled for Thursday, April 14, 2016 will be held at the Basket Ball Hall of Fame. It will feature women in the fields of sciences and technology. The House on Ways and Means budget will come out on the 14th. The college was awarded a \$5,000 grant from the commonwealth for the photonics program. STCC is one of three colleges to receive this award. We are looking at consolidate some technology programs at Technology Park. The newly formed Construction Roundtable met on March 23, 2016. Trustee Quigley was contacted by several of the industry leaders. A groups of 7 industry leaders were invited to the two hour discussion. Training will be available at STCC to include internships. The Foundation will help fund this initiative.

XII. Chair’s Report

Report on Presidential Search Process

The participation of the Board of Trustees is required. The deadline for receiving applications the position was March 18, 2016. There were 40 applicants in total for the position of the president. Trustee Johnson expressed gratitude to the members of the committee. The initial screening took 7 hours. The pool of candidates was reviewed and narrowed down to 11 semi-finalists. It will be narrowed down to 4 finalists on Friday, April 1, 2016. April 19, 20, and 21 are reserved for finalist interviews. The Board of Trustees will interview the finalists in a formal setting and in an informal setting with either a lunch or a dinner. Both sessions are open to the public. Within the next week we will have a clearer view of who will be here or not. Interviews will be recorded, but not posted on the STCC website. The finalists will have a meet and greet with students, vice presidents, and President Rubenzahl. The Board of Trustees may select a new president on Monday, April 25, 2016. The Board of Trustees will have to decide if they want to do a site visit to gain further knowledge on the preferred finalist from where she or he currently works. A site visit will depend on if after the

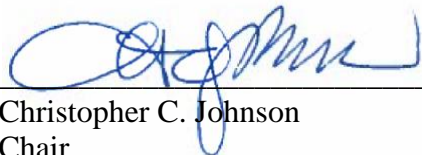
interviews there is a consensus. It may delay the process. The Board of Trustees will make the recommendation of their selection to the Board of Higher Education for final approval. Trustee Johnson may go to Boston with the finalist. Each candidate's time on our campus will include a one hour interview via Skype with Commissioner Santiago and Secretary Peyser. We are mindful of the process that the state has set forth for this. It would be ideal to not have the candidates cross paths while they are on campus. ACCT is completing the background and reference checking. The Board of Trustees will conduct the finalist interviews for the most important decision to be made during their tenure. It is subject to the approval by the Board of Higher Education's June meeting. We are hoping to have the new president on board by late summer. The search committee developed a set of questions to ask the semifinalists, and the finalists. We may hold a special meeting between now and April 25, 2016. We will pose the same questions to all candidates, including scenario questions. You can ask relevant follow-up questions, based on the answers provided by the candidates. Follow-up questions can be asked if they lead to answers. The questions developed by the search committee are in-depth. The questions will cover a lot of bases. The ACCT may have questions in their bank. However, they do not have a bank of hypothetical questions. Skype interviews at the semi-finalists stage will not be recorded. The answers from the semi-finalist interviews cannot be shared. When conducting finalist interviews, the Board of Trustees will be starting with a clean slate. Trustee Johnson will work with Joan Nadeau to come up with questions that make people think on their feet to include between 4 and 6 hypothetical questions.

XIII. Date of Next Board Meeting – Monday, April 25, 2016

The next meeting will be held on Monday, April 25, 2016 at 5:00 p.m. in Scibelli Hall, building 2, rooms 703-704.

XIV. Adjournment

Trustee Moen moved to adjourn the meeting at 6:21 p.m., seconded by Trustee Abrashkin, and unanimously approved.



Christopher C. Johnson
Chair
STCC Board of Trustees