

**SPRINGFIELD TECHNICAL COMMUNITY COLLEGE
BOARD OF TRUSTEES**

REGULAR MEETING
Monday, March 25, 2019
Scibelli Hall, Building 2, 7th Floor
5:00 p.m.

Minutes of Meeting

Present: Christopher Johnson, Chair
Franklin Quigley, Vice Chair
Marikate Murren, Secretary
MacArthur Starks, Jr., Trustee
Eric Hagopian, Trustee
Steven Grande, Trustee
Karolyn Burgos-Toribio, Student Trustee

Unable to Attend: Elizabeth Oleksak-Sposito, Trustee
William Johnson, Trustee
Jeffrey Sattler, Trustee
Vicky Crouse, Trustee

Also Present: Dr. John Cook, President

I. Call to Order

Chair, Christopher Johnson called the meeting to order at 5:05 p.m.

II. Roll Call

Roll call was taken with the following STCC Board of Trustees members present:
Chair, Christopher Johnson; Vice Chair, Frank Quigley; Secretary, Marikate Murren;
Trustees: MacArthur Starks, Jr., Eric Hagopian, Steve Grande, and Karolyn Burgos
Toribio. Seven members were present constituting a quorum.

III. Approval of Minutes – Regular Meeting – February 25, 2019

Trustee MacArthur Starks moved to approve the minutes from the February 25, 2019
meeting, seconded by Trustee Steve Grande and unanimously approved.

IV. Trustee Committee Reports

Committee on Ways and Means Meeting held on March 11, 2019.

Trustee MacArthur Starks, Chair of Committee on Ways and Means referred to the Ways and Means meeting report to update the Board of Trustees on Budget Perspectives.

Cash Flow Projections: Currently available approximately \$4.5 million at TD Bank, result of spring semester financial aid funds being called in. The \$1 million divested from FIA to TD Bank was returned to FIA. No plans to divest any funds for the remainder of this fiscal year.

FY 2019 Revenue & Spending Report through February 2019: The sources of funds are where expected at this time of the year. The investment earnings reflect the decline in the investment portfolio through January, yet, investments bounced back by February.

FY 2020 Preliminary Draft Budget: This year the FY 2020 budget draft was prepared based on requests from departments and budget managers throughout the college. Enrollment projections predict a decline in enrollment of 7.6%. Report also included information on the State Maintenance Appropriation based on the Governor's budget and includes AFSCME funding as well as a 1% increase from formula funding. Student fee revenues reflect no fee increase. Preliminary draft budget reflects a deficit of \$7,470,382.

Ways and Means Committee Chair, MacArthur Starks requested a tighter, more comprehensive budget projection for the next Ways and Means meeting scheduled on April 8.

Trustee Eric Hagopian moved to approve the Ways and Means report for meeting held on March 11, 2019. Trustee Marikate Murren seconded the motion, and unanimously approved.

Committee on Internal and External Relations Meeting held on March 18, 2019.

Vice Chair, Frank Quigley, Chair of Committee on Internal and External Relations updated the Board of Trustees on items discussed at the March 18 meeting. Vice Chair Quigley mentioned that the Draft of the Campus/Master Plan was presented and discussed at the Internal and External Relations Committee Meeting.

Chair Johnson called for a motion to approve the Committee on Internal and External Relations report. Trustee Eric Hagopian moved to approve the report, seconded by

Trustee MacArthur Starks, and unanimously approved.

Vice Chair Quigley followed with the topic of remote participation in Board and Committee Meetings. Chair Chris Johnson proceeded to clarify that participating remotely in Board meetings in accordance with 940 Code of Massachusetts, regulation 29.10 has always been an option. The General Counsel's communication is making us aware of a change on the permissible reasons for participating in a meeting remotely. As stated, under the previous regulations, a Board member could participate remotely if the Chair determined that one of the following factors makes the member's physical attendance unreasonably difficult: personal illness; personal disability; emergency; military service; or geographic distance. Under the new regulations, remote participation is permitted as stated in Section 29.10(5), only if physical attendance would be unreasonably difficult.

The Board must vote by a simple majority to allow remote participation in accordance with the requirements of 940 CMR 291.0. Trustees agreed to vote on the motion if amended to add the term "only" in the following line: the Board moves to permit remote participation by Board members in future Board meetings and sub-committee meetings *only* if physical attendance would be unreasonably difficult.

Motion No.: 2019-11


MOTION: The Board of Trustees strongly encourages its members to physically attend all Board meetings whenever possible. However, the Board recognizes that in some cases a Board member may not be able to physically attend a meeting. Therefore, pursuant to 940 Code of Massachusetts Regulations 29.10, the Board moves to permit remote participation by Board members in future Board meetings and sub-committee meetings *only* if physical attendance would be unreasonably difficult.

Trustee Eric Hagopian moved to approve the motion, Vice Chair Frank Quigley seconded the motion, and unanimously approved.

Moving on to the topic of the Draft Campus/Master Plan, Dr. Cook noted that the College has been operating for a long time without a master plan. The 2015 version created by Good Clancy in collaboration with DCAMM was never adapted. An Addendum attached to the 2015 was presented and discussed at the Internal and External Committee meeting. This updated version presents a comprehensive road map based on current priorities. Pages 20, 21, and 22 provide detailed information on the 4 phases of Major Capital

Projects. Highest priority being the relocation of programs housed in building 20, followed by backfilling of vacated spaces that resulted from the opening of the Student Learning Commons, leading strategies, and long-term projects. DCAMM required one more study on Building 20. The study, funded by DCAMM, is currently ongoing.

- V. Old Business – None
- VI. New Business – None
- VII. **President’s Perspective** – Dr. John Cook
Budget work continues moving in earnestness. A tighter budget report will be presented at the next Ways and Means meeting, scheduled on Monday, April 8. Additional points: Ongoing tenure recommendation process continued into May, seven faculty and five staff are up for tenure. Recommendations will be presented at the next Board of Trustees meeting. Commencement events including Pinning ceremonies’ dates are out. STCC is not slowing down in the summer; we are offering Summer College for Kids. Value Stream Mapping – Approximate investment of \$50K. A motion will be presented at the April 8th Committee on Ways and Means meeting. A Request for Proposal (RFP) will follow up upon approval of moving forward with Value Stream Mapping. Looking into having a consultant on board starting in August through October.
- VIII. **Chair’s Report** – Christopher Johnson
Critical meetings in April and May in regards to budget and discussion on student fees. Please get on your schedule commencement date and pinning ceremonies.
- IX. **Building Tour** – Chemistry Instrumentation – Building 17, Room 525
Trustees departed to tour at 5:40 p.m.
- X. **Date of next Board of Trustees meeting** – Monday, April 29 , 2019
- XI. **Adjournment** – Chair Chris Johnson moved to adjourn the meeting, Trustee Steve Grande seconded the motion, unanimously approved. Meeting adjourned at 6:10 p.m.



Christopher C. Johnson
Chair, STCC Board of Trustees