

STCC Board of Trustees  
COMMITTEE ON INTERNAL AND EXTERNAL RELATIONS  
Monday, January 4, 2021 at 5:00 p.m.  
Zoom Meeting, Live Streamed via STCC YouTube Channel

**Present:** Committee Chair Jynai McDonald, Trustee Chair Marikate Murren, Trustee Steven Grande, Trustee Bill Johnson, Trustee Betty Sposito, Student Trustee Alessande Anderson, and President John B. Cook

**Unable to attend:** All Committee Members were in attendance

**Presenters:** Suzanne Smith, Dean of Institutional Research  
Christina Atwater, Professor of Business Administration  
Darcey Kemp, VP of Student Affairs  
Dr. Dave Buonora, Assistant VP of Workforce Development  
Denise Hurst, VP of Advancement and External Affairs

- I. **Call to Order** – Committee Chair Jynai McDonald called the meeting of the Committee on Internal and External Relations to order at 5:02 p.m.
- II. **Roll Call** – All Committee Members were present at Roll Call.
- III. **Trustee Engagement – NECHE Self-Study Governance Projections: [Co-Chairs] Suzanne Smith, Dean of Institutional Research; and Christina Atwater, Professor of Business Administration**

NECHE Accreditation Co-Chairs Christina Atwater and Suzanne Smith were invited to this meeting and subsequently to the next Ways and Means meeting to follow up on the Standard 3 projections pertaining to what was discussed with Trustees at the November 23, 2020, Board of Trustees meeting. As a recap, Prof. Atwater reiterated that accreditation self-study process, and its relationship to NECHE standards, which includes an appraisal as well as projection element. Christina also informed Trustees that NECHE updated their standards this past December. Co-Chairs and self-study leadership met with Carol Anderson from NECHE to consult on how the STCC self-study draft, which the college hopes to complete by February 14, 2021. A copy of Standard 3 is included in the meeting packet and all changes are showing in red. Also included in the packet is a draft of the Standard 3 self-study including suggested projections, and a sample of a self-assessment that can be adapted when planning on the projection to Conduct annual self-assessments of effectiveness (as noted in standard 3.8). Co-Chairs reiterated that the input from both Committees will be brought to the Full Board on January 25, 2021 for final endorsement. Upon request of Chair Marikate Murren, Co-Chair Atwater will be forwarding a copy of Quinsigamond Community College Board of Trustee Self-Assessment.

- IV. **Student Affairs – Highlights/Initiatives: Darcey Kemp, Vice President of Student Affairs**

VP Darcey Kemp provided enrollment overviews comparing 2019FA and 2020FA, by several criteria, including areas with significant declines. In regards to what Student Affairs is doing about declines, VP Kemp provided an overview of outreach initiatives, campaigns and strategies. Another initiative

discussed focused on MILE (Male Initiative for Leadership and Education) focused on serving male students of color. A grant application to the Higher Education Innovation Fund and Success Fund will give us an opportunity to invest in MILE. VP Kemp outlined a detailed plan in regards to developing this program using the model of the federal TRiO grant. There is excitement for this initiative; will infuse with AIA@STCC, and the State's equity agenda.

#### **V. Workforce Development – Highlights/Initiatives: Dr. Dave Buonora, Assistant VP of Workforce Development**

Dr. Buonora presented the different areas covered by Workforce Development. The first is the **Springfield Adult Learning Center (SALC)** – focused on Adult Basic Education, supported by many sources of funds. Programs include: HiSET/GED Classes, Hampden Prep; funded by the MA Gaming Commission, Transitions to College, and English for Speaker of Other Languages (ESOL); partners with HCC. A question came up in regards to the gains of the ESOL program – Dr. Buonora will share this information. Other programs discussed included CNA and Phlebotomy, online water training, Asphalt Academy, and MassHire funded Apprenticeship training with Smith & Wesson. The entire list of programs is found in <https://www.stcc.edu/wdc/>

Other areas discussed include the **Authorized Testing Center**, essentially this center proctors exams entrance and certification exams for different entities and organizations. COVID has limited the number of people served in this center however, we continue to function. The next area is the **Career Services Center** was recently moved to our area. Our office connects students with internships, jobs and offers an array of support including a Career Coach Webpage, STCC.emsicc.com, which provides amongst several tools, Labor market information tied to STCC programs.

#### **VI. Advancement and External Affairs – Highlights/Initiatives: Denise Hurst, Vice President of Advancement & Internal and External Affairs**

VP Hurst updated the Committee on External Affairs. We continue to make efforts to stay connected with local and statewide legislators. We want to keep STCC at the top of the Legislatures' mind. As we speak, the bill for funding for B20 is currently on the table and if it does not pass tonight, we will need to start over. Foundation updates included the conclusion of STCC's first capital campaign in 10 year, with approximately \$2.1million raised. The Advancement office has shifted focus now to annual giving with a goal of \$50k/year. Other highlights include Appeals (two per semester), Giving Tuesday, end of year giving appeal, Jan 2021 launch of Ram Warrior Giving, collaborative Board of Directors donors cultivation, and equity focus on scholarship recruitment and disbursement process. In regards to Communications & Marketing this department is currently working on FY22 budget planning.

#### **VII. President's Perspective – Dr. John B. Cook**

Dr. Cook pointed out the talent and depth of operations and expressed appreciation to all the presenters and to Trustee McDonald for her involvement in AIA.

##### **a) Personnel update:**

Under new hired, Dr. Cook introduced Andrea Nathanson, our new VP/CFO. He also pointed out the hiring of Douglas Slavos, Senior Director of Enterprise Application – this is a significant position for IT under our CIO Mary Kaselouskas. Under promotions is Dorothy Ungerer who was promoted from

Assistant Controller to Controller; and Dr. Kiyota Woods who has been with STCC for many years in the Advising Center, she was promoted to Assistant Dean of Student Initiatives.

**b) [MOTION] Renewal: Theresa Przybylowicz Sabbatical**

Motion Number: **2021-07** Renewal – Theresa Przybylowicz Sabbatical

***Trustee Elizabeth Sposito moved:** That the Springfield Technical Community College Board of Trustees Committee on Internal and External Relations recommends to the Board of Trustees the approval of an extension of sabbatical period for Theresa Przybylowicz, Professor of Nursing, until the end of spring 2021 term, contingent upon the Senate budget for Springfield Technical Community College.*

Committee Chair Jynai McDonald seconded the motion, and unanimously approved through roll call.

**VIII. Old Business - None**

**IX. New Business - None**

**X. Next Meeting Date and Time:** Monday, March 8, 2021

**XI. Adjournment:** At 6:36 p.m., Committee Chair Jynai McDonald called for a motion to adjourn the meeting, Trustee Steve Grande moved to adjourn; Trustee Bill Johnson seconded the motion and unanimously approved through roll call.

Respectfully submitted by Nanette Flores