

SPRINGFIELD TECHNICAL COMMUNITY COLLEGE  
BOARD OF TRUSTEES

COMMITTEE on **INTERNAL and EXTERNAL RELATIONS**  
President's Conference Room, Garvey Hall. Building 16. Room 235

Monday, September 19, 2016 at 5:00 p.m.

Present: Steven Grande  
William E. Johnson  
Rosa Maldonado-Brown  
Monica Przybyla. Student Trustee  
Franklin Quigley, Jr.  
Christopher Johnson. Chair. STCC Board of Trustees

Also Present: John B. Cook. President  
Michael Suzor. Assist to the President. Office of the President  
Michelle LeDoux. Staff Assistant. Office of the President  
Arlene Rodriguez. Vice President of Academic Affairs  
Jeremiah Riordon. Interim Vice President of Workforce Training  
Kamari Collins. Vice President of Student and Multicultural Affairs  
Joseph DaSilva. Vice President of Administrative Services  
Matt Gravel. Dean. Enrollment Management  
Louisa Davis-Freeman. Dean Admissions Department

Excused Absences: None

**I. Call to Order**

Due to the transition in trustee appointments, in the absence of a committee chair, Trustee Johnson, Chair of the Board of Trustees, called the meeting to order at 5:02 p.m. Trustee Johnson stated that Trustee William Abrashkin, who served as committee chair for the Committee on Internal and External Relations since March of 2016 had been replaced by William E. Johnson, a new governor appointee to the STCC Board of Trustees. We have received the official letter from Governor Baker regarding this appointment, and we are waiting to receive word on the re-appointment of Trustee Kaylor and the replacement of Trustee Gonsalves.

**II [MOTION 2017-01] Approval of Sabbatical Leave Request**

President Cook provided context for the consideration of the committee members. In total there were four requests for sabbatical leave, but only one is being submitted for approval. The decision making process was prudent. Vice President of Academic Affairs, Arlene Rodriguez, provided justification for Professor Olmsted's sabbatical leave request stating that Gail submitted a solid request for review by the Sabbatical Leave Committee. Vice President Rodriguez explained that Professor Olmsted will focus her efforts on revising and rearranging curriculum and on new teaching methods, and would expect to implement

a technique known as "flipping a classroom". This new teaching method would promote student engagement.

Trustee Quigley made the following motion:

[MOVE]

*That the Committee on Internal and External Relations recommends to the Board of Trustees of Springfield Technical Community College the approval of the Sabbatical Leave Request of Gail Olmsted, Professor of Business Administration, at half-year with All pay.*

The motion was seconded by Trustee Maldonado-Brown. and unanimously approved.

**III. [MOTION 2017-02] Approval of Appointment to the STCC AC Board of Directors, Ricky Swaye**

Trustee Johnson gave a background on the STCC Assistance Corporation. noting that it is a separate entity that has a unique relationship with the college, and President Cook serves as its secretary. Mr. Ricky Swaye. who serves as Chair of the STCC-AC. was a senior executive at MassMutual and retired seven year ago.

Trustee Maldonado-Bromi made the following motion:

[MOVE]

*That the Committee on Internal and External Relations recommends to the Board of Trustees of Springfield Technical Community College pm suant to the provisions of Chapei 273. Section 125 Acts of 1994, the approval of the re-appointment ofRickv Swaye to the Springfield Technical Community College Assistance Corporation Boa; d of Directors for a 3-year term, from September 30, 2016 through Seprembei 30 2019*

Trustee Grande seconded the motion. and it was unanimously approved.

**IV. Enrollment Report by President Cook**

President Cook referenced data compiled by the Department of Institutional Effectiveness. The report indicates that enrollment is up in the Nursing program. In observance of regional demographics, it is apparent that is has not changed much in a ten-year period, The youth indicator has not moved, either. The diversity indicator shows that the nonwhite population continues to increase. President Cook provide a comparison report from a college in Gainesville, Florida that is similar to Springfield Technical Community College. Their youth indicator is half of Springfield's. The College budgeted down 6%. Further information after what is known as "freeze date".

**V. Planning for Future Agenda Items**

President Cook would like to brainstorm or think out loud with members of the Board on their interests for conversation items. This is an invitation to "hear" their perspective. The Committee on Internal and External Relations has traditionally monitored recruitment efforts to attract traditional and non-traditional students. Monica Pryzbyla. Student Trustee

**is interested in learning more about the college's efforts in reaching out to potential students.**

**VI. Old Business**

**VII. New Business**

**VIII. STCC Participation in United Way Promise Neighborhood Grant Application by Vice President Collins**

Vice President Collins reported that the College is partnering with other colleges and community-based organizations. The grant will award \$5 million, annually. It will provide improvements to the State Street Corridor. It would also be used to expand the efforts of Adult Basic Education (ABE) program by ensuring that students are adequately prepared, and adding resources for the Gateway to College and CollegeNow/Dual Enrollment programs. The CollegeNow/Dual Enrollment program is a great way to reach out to students. A review is slated for November.

**IX. Summary on STCC Title III Grant ("Strengthening Institutions") by Vice President Rodriguez**

Vice President Rodriguez reported on Title III grant, noting that STCC was one of four college's in Massachusetts to receive **the** \$2.09 million award through the Department of Education. Springfield Technical Community College received perfect scores in all categories, Efforts will be focused on closing the achievement gaps by engaging in comprehensive training, cultural competency, and improved advising, because effective advising assists in retaining students.

**X. Upcoming Health Information Technology Site Visit (Commission on Accreditation for Health Informatics and Information Management Education — CARLI)**

**Dr. Arlene Rodriguez, Vice President** of Academic Affairs led the conversation about the upcoming **site visit that is scheduled for October. She** stated that the vacancies left by retirements will be filled.

**XI. Next Meeting Date and Time: November 21, 2016 at 5:00 p.m.**

**The next** meeting of the Committee on Internal and External Relations is scheduled for Monday, November 21, 2016 at 5:00 p.m. in the President's Conference Room in Garvey Hall, building 16, room 235.

Trustee Johnson stated that the Board of Trustees' Annual Retreat and Regular meeting is scheduled for Friday, September 30, 2016.

**XII. Adjournment**

Trustee Grande moved to adjourn the meeting at 5:46 p.m., seconded by Trustee Quigley, and unanimously approved.

*Respectfully submitted by: Wanda Castellano*