

**Springfield Technical Community College  
Committee on Ways and Means Report  
March 16, 2020**

**Present:** Marikate Murren, MacArthur Starks, Jr., Jeffrey Sattler and Jynai McDonald (all via telephone). Also present President John B. Cook, Joseph DaSilva, Jonathan Tudryn, Dorothy Ungerer, Nanette Flores, Dr. Geraldine de Berly, Denise Hurst, David Buonora, Keith Paul, Cliff Porter, Janice Mazzallo and Wilma Tynes.

MacArthur Starks, Jr. called the meeting of the Committee on Ways and Means to order at 5:00 p.m.

**Budget Perspective**

**Cash Flow Projection**

Mr. Tudryn reported on the College's cash flow projection. The College currently has approximately \$5.7 million available at TD Bank and the trend is typical until June 30. The current projection does not reflect the need to divest any funds through the remainder of this fiscal year.

**FY 2020 Revenue & Spending Report through February 2020**

Vice President DaSilva presented the revenue and expenditure figures through February 2020. A revised FY 2020 budget will be presented later during the meeting, and therefore the revised budget was included on the revenue and spending report. The sources of funds are generally where they are expected to be at this time of the year. Summer session revenues are not included and will be added after registration has taken place. Utilities continue to trend low due to the mild winter. Trustee Starks requested information on how many line items could potentially be affected by the COVID-19 virus. VP DaSilva stated both the operational and contingency lines would be affected. Dr. Cook also added that other line items have the possibility to change considerably due to COVID-19.

**FY 2020 Facilities Projects Report**

Vice President DaSilva presented the FY 2020 Facilities Projects Report and identified the projects that would be allocated funding from the additional enrollment revenue.

**FY 2020 Revised Budget**

Vice President DaSilva presented the revised FY2020 budget. The revised budget includes an increase of 9,959 credits. The college is recognizing an increase in the State Maintenance Appropriation resulting primarily from the MCCC Collective Bargaining Supplemental funding. Total sources of funds will increase by \$3,203,290. The full time salaries line is increasing significantly as a result of MCCC Collective Bargaining increases (and related retroactive payments) being process. The part time salary line also increased due to additional adjunct faculty being hired as a result of an increase in enrollment. An additional report was provided that explained material variances for both sources and uses of funds. A report highlighting the spring applicant yield was also presented. The goal of this report is to be used as a baseline for the Value Stream Mapping process.

**Motion: Revised FY 2020 Budget**

Trustee Murren moved that the Springfield Technical Community College Board of Trustees Committee on Ways and Means, pursuant to the provision of Section 22, Chapter 15A, recommends the approval of the revised FY 2020 College Spending Plan and the FY 2020 Trust Fund Budgets, and further authorizes the President of the College and/or his designee(s) to take any and all prudent steps necessary to award contracts for capital projects. A roll call vote was taken with the motion being approved by Trustees Murren, Starks, Sattler and McDonald.

### **FY 2021 Preliminary Draft Budget**

Vice President DaSilva presented the FY 2021 Preliminary Draft Budget. The budget is based on a 5% decrease in enrollment as compared to the FY 2020 revised forecasted credits and does not include any fee increases. A supplemental report was also attached outlining the changes from the FY 2020 budget to the FY 2021 preliminary draft budget. The preliminary budget deficit totaled \$1,215,577. An updated preliminary budget will be presented to the Committee for consideration at the April meeting.

### **5 Year Facilities/Capital Plan**

Mr. Tudryn presented the 5 Year Facilities/Capital Plan. The first slide identified capital and infrastructure spending for the FY 2014-2018 timeframe and compared it to the forecasted spending for the FY 2019-2023 timeframe. The current projection indicates that the college will receive approximately \$5.7M less funding from the Division of Capital Assets Management and Maintenance (DCAMM) during this timeframe. A prioritization of STCC funded capital projects was also presented and included the criteria used to prioritize the projects. Trustee Starks offered that it might be appropriate for the Committee of Ways and Means to be involved in the prioritizing of the projects. President Cook offered that the Committee is entitled to form a subcommittee if interested. A combined listing of STCC and DCAMM projects through FY 2025 was also presented.

### **5 Year IT Capital Plan**

President Cook presented the 5 Year IT Capital Plan. This plan highlights the needs of the department with a total dollar amount of \$9,209,307 for FY21-FY25. He thanked AVP/CIO Inder Singh for all his hard work developing the plan.

### **President's Perspective**

President Cook began by thanking VP DaSilva and Mr. Tudryn for all their hard work on the preliminary FY 2021 budget. He informed the committee that they will see three drafts of the FY 2021 budget. The first draft, which was presented tonight does not include any student fee increases. President Cook reminded the committee members that they are welcome to call him anytime to discuss the COVID-19 situation or any other issues. President Cook is in constant communication with the other 14 community college presidents regarding COVID-19. COVID-19 continues to be a fluid and evolving matter and he will continue to keep the Board of Trustees informed of significant updates.

### **Date of the next meeting**

April 13, 2020 @ 5:00 p.m. in the President's Conference Room

### **Adjournment**

A roll call vote was taken to adjourn at 6:10 p.m. Approved by Trustees Murren, Starks, Sattler and McDonald.

Respectfully submitted by: Carolyn deLiefde