

**SPRINGFIELD TECHNICAL COMMUNITY COLLEGE  
BOARD OF TRUSTEES**

**REGULAR MEETING**

Monday, March 28, 2022

Zoom/Live Streamed via STCC YouTube Channel

**Minutes of Meeting**

Present: Marikate Murren, Chair  
Jynai McDonald, Vice-Chair  
Elizabeth Oleksak-Sposito, Secretary  
Monique Selden-Riley, Student Trustee  
Samalid Hogan, Trustee  
William Johnson, Trustee  
Norman Roldan, Trustee  
MacArthur Starks, Jr., Trustee

Unable to attend: Jeff Sattler, Trustee  
Maurice Lindsay, Alumni Trustee

Also Present: Dr. John B. Cook, President  
Nanette Flores, Executive Assistant to the President & Board Clerk

**I. Call to Order**

Trustee Chair Marikate Murren called the meeting to order at 5:00 p.m.

**II. Roll Call**

The following Trustees were present at roll call: Trustee Chair Marikate Murren, Vice Chair Jynai McDonald, Trustee Secretary Elizabeth Sposito, Student Trustee Monique Selden-Riley, Trustee Samalid Hogan, Trustee William Johnson, Trustee Norman Roldan, and Trustee MacArthur Starks. Eight Trustees present, constituting a quorum.

**III. Approval of Minutes – Board of Trustees Meeting – Monday, February 28, 2022**

Trustee Norman Roldan moved to approve the minutes from the February 28, 2022 Board of Trustees meeting, seconded by Trustee Elizabeth Sposito. After no further discussion, unanimously approved through roll call.

#### **IV. Trustee Committee Reports**

##### **a) Committee on Internal and External Relations – February 7, 2022**

Internal and External Relations Committee Chair Jynai McDonald referred to the February 7<sup>th</sup> meeting report to highlight some of the topics discussed at the meeting. VP of Student Affairs, Darcey Kemp provided an update on SP22 enrollment data and noted the ongoing “high Touch” and collaborative enrollment efforts, in addition to the student vaccination compliance rate. VP of Academic Affairs, Dr. de Berly provided an outlook of program enrollment by schools.

The AUC Leader, Professor Christina Atwater spoke about the process of adding a DEI (Diversity, Equity, and Inclusion) Committee to the All-Unit Congress. Other topics discussed by AUC leader were concerns about the lack of staff participation in the AUC, and provided an update in regards to the question about student participation. Also noted by Trustee McDonald is the current/active engagement with a Consultant who will assist with formalizing the STCC Governance model.

The VP of Academic Affairs, Dr. de Berly along with the Dean of STEM Lara Sharp and Professor Lisa Rapp, provided an outlook of two of the discontinued/reinstated programs: Biotechnology, and Biomedical Engineering Technology. Due to chronically low enrollment, lack of regional employment opportunities, and the difficulty of providing full teaching loads to faculty, the recommendation by the committee was to consider program discontinuation.

Trustee Elizabeth Sposito noted that the date of next meeting should read “April 4, 2022, and not February 7, 2022”. Trustees Bill Johnson moved to approve the minutes with noted edit, from the February 7, 2022 Committee on Internal and External Relations meeting, seconded by Norman Roldan. After no further discussion, unanimously approved through roll call.

##### **b) Committee on Ways and Means – February 14, 2022**

Committee Chair Mac Starks referred to the February 14<sup>th</sup> Ways and Means meeting report to update the Board on topics discussed. The February 3<sup>rd</sup> Investment Sub-Committee report was presented by Chair Murren. Also presented were the FY 2022 2<sup>nd</sup> quarter trust fund and vendor expenditure reports; FY 2022 financial update & outlook including cash flow projection and FY 2022 revenue/spending & projection with nothing extraordinary to note. Also discussed was the FY 2023 budget process and perspective. Noting that the first draft will be presented at the March Ways and Means meeting and that this draft will include a request to use college reserves.

Trustee Jynai McDonald moved to approve the minutes from the February 14, 2022 Committee on Ways and Means meeting, seconded by Trustee Bill Johnson. After no

further discussion, Student Trustee Monique Selden-Riley abstained, and remaining seven Trustees approved through roll call.

**c) Committee on Ways and Means – March 14, 2022**

Committee Chair Mac Starks referred to the March 14<sup>th</sup> Ways and Means meeting report to update the Board on topics discussed. The meeting started with a review of the FY 2021 single audit and an agreed upon procedures performed by O'Connor and Drew, P.C. These were reviewed and as indicated in the report, were both clean with no material weaknesses, significant deficiencies or findings. A motion was made and approved to recommend to the full board approval of the FY2021 Single Audit and Agreed Upon Procedures.

Other topics discussed were the usual FY 2022 financial update and outlook, which include the cash flow projection and the FY 2022 revenue and spending projection. This was followed by the first draft of the FY 2023 Budget, setting forth the FY 23 Budget Assumptions, which shows a working deficit of \$1.2m, and also included the request from Trustees of \$4 million from reserves to balance the budget; a multi-year strategy was shared with the committee to show how much from reserves, over the next four fiscal years, would be needed to arrive at sustainability.

Trustee Norman Roldan moved to approve the minutes from the March 14, 2022 Committee on Ways and Means meeting, seconded by Samalid Hogan. After no further discussion, Student Trustee Monique Selden-Riley abstained, and remaining seven Trustees approved through roll call.

**[MOTION 2022 -07] – FY 2021 Single Audit & Agreed Upon Procedure**

Trustee Elizabeth Sposito moved: That the Springfield Technical Community College Board of Trustees, pursuant to the provision of Section 22, Chapter 15A, approves the FY2021 Single Audit & Agreed Upon Procedures as presented. Seconded by Norman Roldan, and unanimously approved through roll call.

**V. President's Perspective – Dr. John B. Cook**

On the programmatic side Dr. Cook recapped the information about program discontinuation provided in meeting packets, and also uploaded into Boardpaq. Admissions into Biotechnology and Biomedical Engineering Technology, has been administratively suspended and a recommendation to formally discontinue these programs is anticipated at the next (April) Internal and External meeting. If supported by the Committee, the recommendation for discontinuation will be moved at the next Board of Trustee meeting.

Dr. Cook reiterated that the first draft of FY23 budget was presented at Ways and Means, showing a deficit of \$1.2m, and was encouraging considering the outstanding

uncertainties. Appreciated Trustees looking into approving \$4 million from reserves to balance the FY23 budget, and noted administrators' multi-year management approach.

In regards to Masks, to provide continuity, STCC will keep the current indoor mask mandate until the conclusion of Spring Semester (May 19<sup>th</sup>). Commencement will be held in-person, on June 2, in the MassMutual Center, and it is not expected to include a mask requirement or for participants to show proof of vaccination to participate.

Included in the packet is an article titled *Disruption and the future of higher education*. Dr. Cook encouraged Trustees to read and consider this external view as STCC launches our Strategic Planning process.

Finally, although we have submitted the DCAMM proposal for the move of the School of Health from Building 20, STCC continues to ensure connections and hosted a legislative breakfast for the regional legislative delegation. The event was held in B20,, and discussed with the delegation was keeping momentum for the project, and their roles, as well as the formalized contribution from Trustees with this project.

## **VI. Old Business**

## **VII. New Business**

### **a) Pinning Ceremonies**

Included in the packet are the dates and for pinning ceremonies. It would be great to have Trustee representation in each ceremony.

### **b) 2022-2023 Trustee Meetings Calendar**

Included for approval is the 2022-2023 Trustee meetings calendar.

### **[MOTION 2022 -08] – Approval of 2022-2023 Trustees Meetings Calendar**

Trustee Elizabeth Sposito moved: That the Springfield Technical Community College Board of Trustees approves the 2022-2023 Board of Trustees Meetings Calendar. Seconded by Bill Johnson, and unanimously approved through roll call.

**VIII. Chair’s Report – Trustee Marikate Murren**

Chair Murren encourages Trustees to look into the Pinning Ceremonies dates. It is a great opportunity to meet our students. Good to hear about strategic planning. Asked if a Trustee would like to volunteer. The state extended the provision to meet virtually until July 15. The work of the Governance Consultant continues, we are looking forward to a final report from the Consultant before taking the next step into establishing a sound Shared Governance model. Save the date for the June 2<sup>nd</sup> Commencement ceremony.

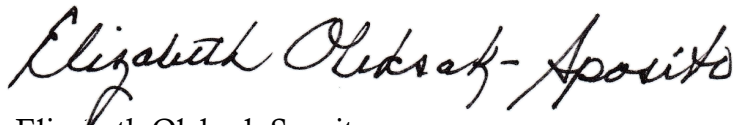
**IX. Date of Next Board Meeting – Monday, April 25, 2022**

**X. Adjournment (Roll Call)**

Meeting was called to adjourn at 5:26 p.m., moved by Trustee Norman Roldan, seconded by Trustee Elizabeth Sposito, and unanimously approved through roll call.



Marikate Murren  
Chair, STCC Board of Trustees



Elizabeth Oleksak-Sposito  
Secretary, STCC Board of Trustees