

**SPRINGFIELD TECHNICAL COMMUNITY COLLEGE
BOARD OF TRUSTEES**

Regular Meeting

Monday, November 28, 2022, at 5:00 PM

Zoom / Live Streamed via STCC YouTube Channel

Minutes of Meeting

Present: Marikate Murren, Chair
Jynai McDonald, Vice-Chair
Glerisbed Garcia-Figueroa, Student Trustee
Samalid Hogan, Trustee
Bill Johnson, Trustee
Norman Roldan, Trustee
Jeff Sattler, Trustee
MacArthur Starks, Jr., Trustee

Unable to attend: Elizabeth Oleksak-Sposito, Secretary
Tonia Butler Perez, 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 5:01 p.m.

II. Roll Call

The following Trustees were present at roll call: Trustee Chair Marikate Murren, Trustee Vice Chair Jynai McDonald, Student Trustee Glerisbed Garcia-Figueroa, Trustee Samalid Hogan, Trustee Bill Johnson, Trustee Norman Roldan, Trustee Jeff Sattler, and Trustee MacArthur Starks. Eight Trustees present, constituting a quorum.

After roll call, Chair Marikate Murren called for a moment of silence in honor of Trustee Maurice Lindsay, who passed away on November 7.

III. Approval of Minutes – Board of Trustee Meeting – Monday, October 24, 2022

Trustee Norman Roldan moved to approve the minutes from the October 24th Board of Trustees meeting, seconded by Trustee Jynai McDonald. After no further discussion, unanimously approved via roll call.

IV. Committee Reports

a) Committee on Internal and External Relations, held on Monday, November 7, 2022

Committee Chair, Trustee Jynai McDonald referred to the report included in the packet to inform Trustees on the November 7th Internal and External Relations meeting. The agenda included department overviews. For the department of Academic Affairs, Vice President Dr. de Berly updated on several topics including grants. The Student Affairs update provided by Vice President Darcey Kemp included use of SUCCESS funds, and on the NECHE Standard 5 projection. Andrea Nathanson, CFO & Vice President provided an update for Administration and Finance that shared the relation between fall enrollment and a cost containment plan related to a sustainable financial future. The STCC CIO provided an update for the division of Information Technology included an overview of expenses covered by the \$8m budget in the IT 5-year Capital Plan. Trustee Betty Sposito shared an update on Strategic Planning given her role as Board liaison, and Dr. Cook spoke about the Cyber Center of Excellence Award/funds for STCC related to the Cyber Center at the Union Station. The meeting concluded with the presentation of the Gratitude and Grit Video from the most recent 55th Anniversary Gala.

Trustee Norman Roldan moved to approve the minutes from the November 7, 2022 Committee on Internal and External Relations report; seconded by Trustee Samalid Hogan. After no further discussion, unanimously approved.

b) Committee on Ways & Means – held on Monday, November 14, 2022

Committee Chair Mac Starks referred to the November 14th Committee on Ways and Means report to inform the full Board on topics discussed. Jon Tudryn provided a review of the FY22 4th Quarter Trust Fund report noting that revenue and expenses are in line with expectations. Chair Murren and Jon Tudryn provided highlights from the November 10th Investment sub-committee report. Other topics discussed fall under the regular financial update and outlook, which include the cash flow projection, FY23 budget outlook, and an update on fiscal forecast – reiterating the 4-year plan to use \$10m from reserves. Trustee Sattler shared an overview of facilities funding sources and projects. The meeting concluded with the President’s Perspective.

Trustee Jynai McDonald moved to approve the report from the November 14, 2022 Committee Ways & Means; seconded by Trustee Samalid Hogan. After no further discussion, unanimously approved.

V. President’s Perspective – Dr. John B. Cook

This is the last meeting of 2022. Entering 2023, we will be planning for FY2024 budget. Dr. Cook followed by commending the work done by the different committees. Regarding the Chief Academic Officer search, he also informed that he has now met with the three Schools to hear from faculty and staff regarding their hopes/expectations/experiences they are looking for in the VP of Academic Affairs.

a) Labor Market/Outlook

As part of the Strategic Planning discussions, information developed by MassHire was shared regarding a labor market outlook based on the economic dynamics in our surrounding community/area. Also discussed a slide showing data in regards to job trends pre and post COVID – noting that the health care industry continue to dominate.

b) Budget Planning /FY2024

Fall enrollment went flat, a helpful outcome, although we continue to work on achieving a sustainable budget by 2027, which consists of reducing \$1m of expenses per year as previously reviewed and discussed with Trustees. Dr. Cook also discussed student retention, and the value proposition of these efforts: it is important to keep the students we have by strategizing on addressing needs by providing options, services and resources.

c) NECHE Visit & Planning (March, 2023) and Governance Update

As a reminder, NECHE is coming back in March, 2023 for a specific visit. The Chair named for this visit is Dr. Mary Ellen Jukoski, President of Three Rivers Community College (CT). The colleges is preparing a report that will be vetted internal to the campus, when endorsement then sought from Trustees. The report will include steps and progress made towards addressing the commission’s note of concern regarding governance. This includes the work done towards clarifying shared governance, by Trustees supporting the hiring of a consultant and voting on adoption of a Shared Governance Council. Trustee By-Laws revision is also a step forward, and Dr. Cook also spoke about the Shared Governance Council (SGC) website. Noted that the website is public facing and there are currently two recommendations submitted for consideration by the body. The SGC has had two meetings and will continue to meet as needed. Also noted the most important clarification regarding the SGC, which is to generate recommendations that flow to the president, who then engages Trustees, including the potential need for formal approval of policy changes.

VI. Chair’s Report, Trustee Marikate Murren

Chair Murren reminded Trustees of the upcoming ACCT Legislative Summit, being held in Washington D.C. Please let us know if interested to attend. Expressed appreciation to all for the hard work throughout the calendar year.

VII. Old Business

a) Ongoing Trustee By-Laws Review – Trustee Jynai McDonald

Trustee McDonald informed that the committee has concluded revisions of the By-Laws specific to NECHE’s note of concern. We will now proceed to review the rest of the by-laws. The Committee was not able to meet on the last scheduled meeting. We might need to find other dates to meet to go through the rest of the document. Trustee McDonald spoke about a number of considerations/ changes to the by-laws being presented at the January meeting.

VIII. New Business

None

IX. Date of Next Board Meeting – Monday, January 30, 2023 in zoom

X. Adjournment

Meeting was called to adjourn at 5:43 p.m., seconded by Trustees Norman Roldan, Jynai McDonald, and unanimously approved via roll call.


Marikate Murren
Chair, STCC Board of Trustees


Elizabeth Oleksak-Sposito
Secretary, STCC Board of Trustees