

**SPRINGFIELD TECHNICAL COMMUNITY COLLEGE
BOARD OF TRUSTEES**

**Board of Trustee Regular
Monday, September 25, 2023 at 5:00 PM
Ira H. Rubenzahl Learning Commons, Building 19/Forum**

Minutes of Meeting

Present: Marikate Murren, Chair
Jynai McDonald, Vice-Chair
Elizabeth Oleksak-Sposito, Secretary
Zoya Plunkett-Brown, Student Trustee
Laurie Martin, Alumni Trustee
Tonia Butler-Pérez, Trustee
Norman Roldan, Trustee
Jeff Sattler, Trustee

Unable to Attend: Samalid Hogan, Trustee
Bill Johnson, Trustee
MacArthur Starks, Trustee

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

I. Call to Order & Roll Call

Trustee Chair Marikate Murren called the meeting to order at 5:03 p.m.

The following Trustees were present at roll call: Trustee Chair Marikate Murren, Trustee Vice Chair Jynai McDonald, Trustee Secretary Elizabeth Oleksak-Sposito, Student Trustee Zoya Plunkett-Brown, Alumni Trustee Laurie Martin, Trustee Tonia Butler Pérez, Trustee Norman Roldan, and Trustee Jeff Sattler. Eight Trustees present, constituting a quorum.

II. Approval of Minutes

a) Board of Trustee Meeting – Monday, June 26, 2023

Trustee Tonia Butler Pérez moved to approve the minutes from the June 26th Board of Trustees meeting, seconded by Trustee Norman Roldan. After no further discussion, unanimously approved.

b) Special Meeting of the Board of Trustees – Thursday, August 3, 2023

Trustee Norman Roldan moved to approve the minutes from the August 3rd Special Board of Trustees meeting, seconded by Trustee Jynai McDonald. After no further discussion, unanimously approved.

III. Committee Reports

a) Special Meeting of the Ways and Means Committee – Held on July 24, 2023

Committee member Jeff Sattler shared details from the July 24th Special meeting of the Ways and Means committee regarding the School of Health project and the updated funding structure for the move to Building 2 instead. The original proposed plan of moving SHPS to STCC Building 13 and Tech Park Building 104 turned out to be cost prohibitive due to unrealized infrastructure deficiencies. After cost related studies, moving SHPS to Building 2 proved to be the most viable option. The total budget cost is forecast to be \$50M, which is beyond the original proposed budget of \$41.5 million that did not account for a number of factors including cost increases to projects generally, inflation, as well as more specific details on existing infrastructure renovation. Trustee Sattler went over the sources of funding included in the original budget, in addition to details on what is needed to cover the increase of \$8.5M. With an additional \$8M from the State (which nets to +\$3M given the 2021 earmark in the Economic Development Bill), Committee members were asked to recommend approval by the full Board for an increase of \$5.5M from reserves over the original \$6M previously approved. As noted in the report, before presenting a motion, CFO Nathanson demonstrated that the \$5.5M requested is truly a shift from previously approved funding for operational support to the project, and will not impact operations.

Trustee Norman Roldan moved to approve the minutes from the July 24th Special meeting of the Ways and Means Committee meeting, seconded by Trustee Tonia Butler Pérez. After no further discussion, unanimously approved.

b) Committee on Internal and External Relations – Held on September 11, 2023

Committee Chair Jynai McDonald shared detail from the September 11th Committee on Internal and External Relations, including the report co-presented by Darcey Kemp, VP of Student Affairs, and Dr. Chris Thuot, VP of Academic Affairs. Reviewed the increase in enrollment, highlighted the implementation of a new Customer Relationship Management (CRM) system, programmatic enrollment and program modality. Also discussed by Dr. Thuot were program suspensions (including the degree in Urban Studies and a Manufacturing Certificate), as detailed in a Memo included in the packet; faculty perspective was shared, including their support for the program suspensions. Forecast by Dr. Thuot was intent by the college to seek program discontinuation for the Board at the November meeting.

The President's perspective included highlights from the launch of the Strategic Plan at the Fall Professional Day; notes from the personnel report; and a reminder of his upcoming appearance before the New England Commission of Higher Education (NECHE) scheduled on November 16, regarding the Notice of Concern (Governance).

Trustee Elizabeth Oleksak-Sposito moved to approve the minutes from the September 11th Internal and External Relations Committee meeting, seconded by Trustee Jeff Sattler. After no further discussion, unanimously approved.

IV. Welcome Remarks – Marikate Murren, Chair, STCC Board of Trustees

Board Chair Marikate Murren shared welcoming remarks to all present in the meeting, in particular to the recently elected Student Trustee Zoya Plunkett-Brown and highlighted the importance and honor of having the Student voice represented at the table. Trustee Murren expressed pride of the legacy of the work done and projects moved by STCC’s Board of Trustees.

V. A Look Ahead & Fall Semester Outlook – Dr. John B. Cook, President

Dr. Cook spoke about last night’s BIG E/STCC Foundation event. For several years now Eastern States has hosted STCC, and this Fall served as the kick-off for the 2023-2024 annual giving campaign. STCC Foundation Board Member, Gene J. Cassidy, has been the host, and Brian Touhey (STCC Foundation Board member and parent of two grads) will serve as Honorary Chair, and kicked off the campaign pledging the first \$10,000, as well as \$5,000 in matching.

President Cook prepared a slide presentation highlighting the following topics:

- a) MassReconnect / Free Community College
- b) Enrollment View

Current enrollment data indicates a 12% increase in student headcount for the fall. Noted that although this is great news, we are still not as big as the Fall 2019 (pre-COVID) with 5,000 students full and part-time. Also highlighted in the presentation are Programs showing increasing numbers of headcount/approximate credits from Fall 2022 to Fall 2023, compared to headcount/approximate credits from Fall 2019.

- c) Strategic Plan launch & “Professional Day”
- d) Update Fiscal Forecast

With the current enrollment increase of 12% and keeping the projected -4.5% in the spring, model A shows a projected net income of \$1,263,000. If the spring increases by 5%, model B shows a projected net income of \$1,575,000. As noted in the presentation, even if model B holds in future years, the projected FY28 deficit remains at \$3-\$4 million, assuming no other revenue improvement.

VI. New Business

- a) Chair Resignation & Vote for Acting (Chair Pro Tempore) – Marikate Murren

Board Chair Marikate Murren had shared her resignation letter prior to the evening, and this meeting represents her last as Trustee and Chair. She expressed deep gratitude to all; shared her confidence in college leadership; praised her fellow Board members, and as her letter indicated, STCC has much to show from her tenure over the past seven years (with Marikate as Board Chair for the past four years).

Trustee Tonia Butler Perez expressed her gratitude to Trustee Murren for her service to the Board, and proceeded to nominate Trustee Jynai McDonald, Vice Chair, to serve as Acting Chair (Pro Tempore) until a Governor’s appointee is finalized. With no other nominations, Trustee Norman Roldan seconded the nomination, and Trustees present unanimously voted in favor of Trustee Jynai McDonald to serve as Chair Pro Tempore.

VII. Old Business

ACCT Conference for Trustees (October: Las Vegas, NV)

Dr. Cook spoke about the upcoming October ACCT Conference for Trustees. Trustee Jynai is confirmed to attend. The ACCT Legislative Summit is happening again in the Spring of 2024 (February in Washington DC). For those who wish to attend the Legislative Summit in the spring, Nanette will follow up with information as soon as received.


VIII. Concluding Remarks – Chair Pro Tempore

Acting Board Chair Jynai McDonald expressed her gratitude for voting her into the role of Chair Pro Tempore. Trustee McDonald is looking forward to the work ahead.

IX. Date of Next Meeting: Monday, October 30, 2023

X. Adjournment

At 5:53 p.m., Acting Chair Jynai McDonald moved to adjourn the meeting, seconded by Trustees Tonia Butler Perez and Norman Roldan, and unanimously approved.


Jynai McDonald
Chair Pro Tempore, STCC Board of Trustees


Elizabeth Oleksak-Sposito
Secretary, STCC Board of Trustees