

STCC Board of Trustees
COMMITTEE ON INTERNAL AND EXTERNAL RELATIONS
Monday, May 4, 2020 at 5:00 p.m.
Zoom Meeting, Live Streamed via STCC YouTube Channel

Present: Committee Chair Frank Quigley, Trustee Chair Marikate Murren, Trustee Steven Grande, Trustee Betty Sposito, Student Trustee Yanira Aviles, and Dr. John Cook

Unable to attend: Trustee Bill Johnson

Presenters: Dr. Geraldine de Berly, VP of Academic Affairs;
Denise Hurst, VP of Advancement and External Affairs

- I. **Call to Order** – Committee Chair Frank Quigley, called the meeting of the Committee on Internal and External Relations to order at 5:00 p.m.
- II. **Roll Call** – Five out of Six Committee members present, constituting a quorum.
- III. **Key Updates: Academic Affairs - Dr. Geraldine de Berly, Vice President of Academic Affairs.**

Dr. de Berly informed the Committee about work to create an Academic Plan, a key consideration, and one that is also part of NECHE/institutional accreditation. Important to note that STCC does not currently have an academic plan. Dr. de Berly shared the structure of committee member selection, priorities, and timeline. Dr. de Berly also shared a follow up on Academic Program Review; Phase II program presentations will be offered May 15 during Professional Day. To conclude, Dr. de Berly updated Committee members on next steps in the timeline of Institution’s Accreditation/NECHE process.
- IV. **Key Updates: Advancement and External Affairs - Denise Hurst, Vice President of Advancement and External Affairs.**

Denise Hurst shared updates in the areas of Communications and Marketing, Advancement, and External Affairs. The department of Communication and Marketing continues to work on a series of publications and campaigns, including implications given the COVID pandemic. STCC’s digital followers and usage continues to increase. The department has also invested in software that ties STCC programs to job/salary trends. Other software investments include Canva and ResourceSpace.

Advancement, in partnership with the STCC Foundation has reached \$2 million toward the \$3 million goal for the Major Gifts Campaign. Related, legislation supports an Endowment match with the potential for \$167,000 to be utilized in matching funds. In a follow-up meeting, Trustees will be voting on a motion to approve this Endowment match, which again, are funds via the state. To conclude, the Office of External Affairs continues to advocate and remain vigilant to legislation opportunities in regards to Building 19, in spite of the current COVID-19 situation.

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

Committee Chair Frank Quigley first commended the great amount of work by everyone involved in keeping the college running during this difficult time.

President Cook informed the Committee that next week (the week of May 11) is finals week. STCC continues to address not just budget challenges, but the needs that go with operations and instruction that continue via remote means. He offered thanks to the VP of Academic Affairs, Deans, Faculty and staff for the stunning amount of work, in a short period, behind the lift of turning ~900 classes into remote and alternative methods. In addition, commended VP de Berly for the attention given to the need of an Academic Plan, and its implications for the NECHE/accreditation process. The academic plan will ensure priorities are clear, and focus for example, on the value and access needs provided by the institution, for students.

a) Personnel update: President Cook again introduced David Buonora, Assistant Vice President of Workforce Development. He also introduced Darcey Kemp, the new Vice President of Student Affairs, who enters her second week at STCC. In regards to other personnel updates, there were no full-time separations in the period under review. The list of Part-Time separations include the list of those individuals notified of their suspension of contracts. It was also noted that faculty/professional staff appreciated how tenure was moved forward in the normal manner, despite the challenging COVID situation. Interim STEM Dean Barbara Washburn was also re-appointed to serve in Interim capacity for the coming academic year.

From a programmatic standpoint, contingency conversations continue in regards to re-opening, and what fall instruction will include. Dr. Cook shared resources from the commonwealth that STCC is using as guides for re-opening, including safeguards for employees and students.

Enrollment projection is highly uncertain; there are many considerations as why students might or might not enroll. During the summer, the college will continue working with faculty to convert and prep courses for online delivery.

Ending notes from Committee Chair and Trustees, including Trustee Quigley again commending the amount of communication, and the effort, to keep Trustees informed throughout this COVID crisis. Trustee Chair Murren reiterate the sentiment of Trustees. Trustees are available as needed, and will ensure STCC remains strong.

VI. Old Business - None

VII. New Business - None

VIII. Next Meeting Date and Time: Monday, November 2, 2020

IX. Adjournment: Committee Chair Frank Quigley called for a motion to adjourn the meeting, Trustee Chair Marikate Murren moved to adjourn; Trustee Betty Sposito seconded the motion and unanimously approved through roll call. Meeting adjourned at 6:00 p.m.

Respectfully submitted by Nanette Flores