

SPRINGFIELD TECHNICAL COMMUNITY COLLEGE
BOARD OF TRUSTEES

Ad Hoc Committee / 2023-2024 Presidential Evaluation Process
Thursday, May 9, at 4:30 p.m.

Garvey Hall (Building 16), Cabinet Conference Room 235

I. **Call to Order**

The meeting was called to order at 4:36 p.m.

II. **Roll Call**

Committee members present: Committee Chair Jynai McDonald, Trustee Elizabeth Oleksak-Sposito, and Trustee Jeff Sattler.

III. **2023-2024 Annual Presidential Evaluation Process**

a. **Update and Timeline (including submission to DHE by end of June)**

The timeline of the process was discussed and updated to the following:

Dr. Cook Self-Assessment Due	5/1
BOT to Review Eval. Tool	5/9
Trustees Receive Evaluation tools	5/10
Executive Committee Conversations with Individual Trustees	5/10 to 5/24
Trustees return Evaluation Tool	5/29
Ad Hoc Committee Meeting	6/5
Final Evaluation Completion	6/19
Board Approval of Presidential Evaluation	6/24

b. **President's Self-Assessment (enclosed)**

Committee members briefly discussed the President's self-assessment, noting that a lot has been accomplished throughout the year. Highlighted was approval of the Strategic Plan "Momentum"; noting that it is great to see the DHE goals also included in the self-assessment. Other topics highlighted was involvement in the community by Dr. Cook, as well as and sitting on various Boards such as MassHire, EDC, and participating in weekly meeting with the Mason Square C3. Also discussed - the importance of the relationships with Boston, with legislators, and noted the Cybersecurity Center at Union Station as a great example of relationship with policy makers.

Moving forward with the process, Trustees will receive the evaluation form on May 10th to prepare for the meeting with one of the Ad Hoc Committee member. This is done to include all the voices from all trustees. As for sources of information, Dr. Cook suggested sharing links to STCC Fact Books, STCC news/media articles, and a reminder that a good deal of material is available as a resource from past Trustee meeting packets. Individual conversations will be scheduled between May 10 – 24, and the form is due back to Trustee Jynai by May 29th.

Committee members agreed to move the Follow up meeting to June 5th, at 4:30 in zoom – instead of June 3rd.

- IV. **Date of Next Meeting was moved to: Wednesday, June 5, at 4:30 p.m. (virtual)**
- V. **Adjournment** –Committee Chair, Jynai MacDonald called to adjourn at 5:18 p.m., seconded by Trustee Elizabeth Oleksak Sposito.