

**HOLYOKE COMMUNITY COLLEGE  
BOARD OF TRUSTEES**

Minutes of November 24, 2015

The 344<sup>th</sup> meeting of the Holyoke Community College Board of Trustees was held on Tuesday, November 24, 2015, in the John T. Hickey Conference Room, Chair Robert W. Gilbert, Jr. presiding.

<b>MEMBERS PRESENT</b>	Lucien Dalton John Driscoll John Ferriter Robert Gilbert Ted Hebert Yolanda Johnson Suzanne Parker Lucy Perez Evan Plotkin Julie Pokela John Vaccaro
<b>ALSO PRESENT</b>	Pam Baran, Louis Barry, Erica Broman, Dan Campbell, Karen Desjeans, Veena Dhankher, Mary Dixey, Steve Duffany, William Fogarty, Curt Foster, April Graziano, Kathy Hankel, Jeff Hayden, Kim Hicks, Kathy Keene, Aaron Levin, Nelson Lopez, Keith McKittrick, William Messner, Marcia Mitchell, Karin Moyano Camihort, Ed Murch, Monica Perez, JoAnne Rome, Michele Snizek, Renee Tastad, Yanina Vargas, Chris Yurko, Stephen Zrike
<b>CALL TO ORDER</b>	Chair Gilbert called the meeting to order at 8:02 a.m.  Chair Gilbert welcomed Holyoke Public Schools Receiver Dr. Stephen Zrike, Jr.
<b>APPROVAL OF THE MINUTES</b>	On a motion by Trustee Ferriter and seconded by Trustee Vaccaro, it was <b>VOTED</b> to approve the minutes of the October 2015 meeting as presented.
<b>APPROVAL OF PERSONNEL ACTIONS</b>	President Messner introduced Marcia Mitchell as the new Interim Comptroller, and Curt Foster as Interim Assistant Comptroller  On a motion by Trustee Parker and seconded by Trustee Ferriter, it was <b>VOTED</b> to approve the interim appointments for the non-unit professional staff members as presented.  On a motion by Trustee Vaccaro and seconded by Trustee Johnson, it was <b>VOTED</b> to empower the President of the College to approve all personnel actions prior to the next meeting.
<b>REPORT OF THE FINANCE COMMITTEE</b>	The report of the Finance Committee was presented by Trustee John Ferriter:  The Finance Committee is recommending a motion to approve the College's status as co-applicant with the HCC Foundation on an application for \$1,549,200 for culinary and hospitality facilities including classrooms, kitchens and dining rooms for the Cubit Building on 181 Appleton Street in Holyoke. Even though the HCC Foundation is going to be the tenant at the facility, the

	<p>granting authority is requiring the college to sign on as a co-applicant because the college is going to be the sub-tenant, and the real monies will be coming from the college.</p> <p>On a motion by Trustee Ferriter and seconded by Trustee Vaccaro, it was <b>VOTED</b> to approve the College’s status as co-applicant with the HCC Foundation on an application for \$1,549,200 in construction grant funding under the U.S. Economic Development Administration’s Economic Development Assistance Program.</p>
<p><b>DR. STEPHEN ZRIKE, JR</b></p>	<p>Presentation by Holyoke Public Schools Receiver Dr. Stephen Zrike, Jr. The Following items highlight his 3 year plan for the district:</p> <ul style="list-style-type: none"> <li>• Provide High Quality Instruction</li> <li>• Universal Pre-School Opportunities</li> <li>• Redesign Secondary Educational Experience for Grades 6-12 (looking to extend the time spent learning for students in K-8<sup>th</sup> grade)</li> <li>• Create a Climate &amp; Culture That Supports Student and Family Engagement</li> <li>• Develop Leadership, Shared Responsibility, and Professional Collaboration</li> <li>• Allow for more input from staff, as well as accountability</li> <li>• Reorganize the District for Successful Turnaround (this will include the possibility of moving resources out of the Holyoke Public Schools office building and moving them into individual schools)</li> <li>• Dual Enrollment</li> </ul> <p>Dr. Zrike indicated his desire to work closely with HCC in achieving his plan. Given their experience working with the Springfield Public School system, Trustees Yolanda Johnson and Lucy Perez offered their assistance to Dr. Zrike.</p>
<p><b>REPORT OF THE CHAIR</b></p>	<p>Massachusetts Community College Trustee Association (MCCTA) Statewide Trustees Conference was held on 11/4/15 at UMass-Lowell. HCC Trustee’s John Ferriter, Lucy Perez, and Evan Plotkin were in attendance. Topics discussed at the conference included Trustee Code of Conduct, Ethics and Conflicts of Interest. Trustee Perez was on the Planning Committee for the Trustee Conference.</p> <p>Chair Gilbert attended a STEM recruitment expo that was held on October 27, 2015 in the Kittredge Center. Chair Gilbert was impressed with the event, particularly Bryn Nowell’s efforts and her presentation on behalf of the Admissions Office.</p>
<p><b>PRESIDENT’S REPORT</b></p>	<p>President Messner, and Vice President of Business &amp; Community Services Jeff Hayden, met with Greenfield Community College President Robert Pura to discuss a Ware/Hampshire County Education Initiative.</p> <p>President Messner presented to the Board of Trustees an MCCC thank you letter of support from Nathan Mercer and Aaron Levin. At the October 2015 Board meeting, the support of the HCC Board of Trustees and President Messner was requested in an effort to secure a new and fair contract for all statewide MCCC employees.</p>

Attachment I

	Items <i>b) Fall Enrollment Report &amp; c) Retention Report</i> on the Agenda were moved to the January 2016 Board meeting.
<b>ADJOURNMENT</b>	The meeting was adjourned at 9:01 a.m.

Respectfully submitted,



Julie Pokela, Vice-Chair  
Board of Trustees

Approved: Robert W. Gilbert, Jr., Chair, January 26, 2016

**HOLYOKE COMMUNITY COLLEGE  
OFFICE OF THE PRESIDENT**

**MEMORANDUM**

**TO:** Board of Trustees  
**FROM:** William F. Messner, President  
**DATE:** January 26, 2016  
**SUBJECT:** Appointments for Non-Unit Professional Staff

**NON-UNIT PROFESSIONAL APPOINTMENT**

Anthony Sbalbi – Dean of Student Services - 01/12/16

**NON-UNIT PROFESSIONAL APPOINTMENT (grant-funded)**

Carolyn Gardner-Thomas – STEM Project Administrator (80%) 01/04/16

**NON-UNIT PROFESSIONAL EXTENSION OF APPOINTMENTS (01/12/16)**

Kermit Dunkelberg – Interim Assistant Vice President for Adult Basic Education and  
Workforce Development  
Christine Holbrook – Interim Registrar

**SUGGESTED MOTION:** To approve the appointments and reappointments for the above non-unit professional staff members.