

**HOLYOKE COMMUNITY COLLEGE  
BOARD OF TRUSTEES**

Minutes of May 24, 2016

The 349<sup>th</sup> meeting of the Holyoke Community College Board of Trustees was held on Tuesday, May 24, 2016, in the John T. Hickey Conference Room, Chair Robert W. Gilbert, Jr. presiding.

<b>MEMBERS PRESENT</b>	Lucien Dalton John Ferriter Robert Gilbert Yolanda Johnson Evan Plotkin Julie Pokela
<b>NOT PRESENT</b>	Ted Hebert, Steven Mitus, Suzanne Parker, Lucy Perez, John Vaccaro
<b>ALSO PRESENT</b>	Erica Broman, Dan Campbell, Karen Desjeans, Veena Dhankher, Mary Dixey, Steve Duffany, William Fogarty, Curt Foster, April Graziano, Jeff Hayden, Olivia Kynard, Johanna Lebron, Nelson Lopez, Katherine Lynch, Keith McKittrick, Ted McCormick, William Messner, Marcia Mitchell, Karin Moyano Camihort, Ed Murch, Monica Perez, Jose Rivera, JoAnne Rome, Anthony Sbalbi, Michele Snizek, Linda Szalankiewicz, Renee Tastad, Hannah Trobaugh, Chris Yurko, Yanina Vargas, Bonnie Zima Dowd
<b>CALL TO ORDER</b>	Chair Gilbert called the meeting to order at 8:03 a.m.
<b>NEW STUDENT TRUSTEE INTRODUCTION</b>	Trustee Lucien Dalton introduced Theodore "Teddy" McCormick as the next Student Trustee. Teddy will serve on the Board in his official capacity beginning in August 2016.
<b>REPORT OF THE AUDIT COMMITTEE</b>	The Audit Committee Report was presented by Interim Comptroller Marcia Mitchell. <ul style="list-style-type: none"> <li>• The Audit Committee decided to renew accounting firm O'Connor &amp; Drew's contract for three years, with two years option to renew. O'Connor &amp; Drew will conduct the college's independent yearly audit.</li> </ul>
<b>REPORT OF THE CHAIR</b>	<ul style="list-style-type: none"> <li>• New Vision 2016 Report (handout) – Chair Gilbert asked that all Trustees review the report as points of discussion will follow.</li> <li>• Chairman Gilbert attended the HCC foundation Scholarship Awards Luncheon, and was impressed by several of the students' academic performance (GPA's).</li> </ul>
<b>REPORT OF THE PRESIDENTIAL SEARCH COMMITTEE</b>	The Presidential Search Committee Report was presented by Board Vice-Chair Julie Pokela. <ul style="list-style-type: none"> <li>• The Pauly Group's Angela Provart met with focus groups and constituents of the college, including the search committee, to understand what the college is looking for in its next President. A profile was drafted. The search committee will review the</li> </ul>

	draft at its next meeting.
<b>PRESIDENT'S REPORT</b>	<ul style="list-style-type: none"> <li>• On Saturday, May 28<sup>th</sup>, 2016 the college will be graduating at least 1,000 students. (actual count = 1,002)</li> <li>• <u>Budget Update</u> – State Senate budget proposal will increase the college’s regular appropriation for FY17; slight increase in formula funding lump sum for all community colleges; if the House approves the budget, these two increases will create a net gain of over \$900K for the college.</li> <li>• <u>Dual Enrollment</u> – The College held info sessions at both Holyoke and Dean Technical high schools meeting with 100 and 30 students, respectively. Students were encouraged to apply through admissions. The College returned to each school to conduct Accuplacer tests for the interested students. As a result, 46 students in total have registered for fall dual enrollment.</li> <li>• <u>PELL Grant Authorization</u> – HCC became 1 of 44 national schools selected to participate in a program in which high school students will be allowed to use Federal financial aid to take college courses.</li> <li>• <u>HCC Recognition</u> – The Aspen Institute, in conjunction with the Community College Research Center, created “The Transfer Playbook”. It is a guide that highlights best practices that 2-year colleges should use in developing strong transfer partnerships with four-year schools. In the “playbook”, Holyoke Community College was 1 of 6 national colleges recognized for its high performance in its transfer partnership with UMass-Amherst.</li> <li>• <u>Gateway to College</u> – This summer HCC’s Gateway to College program is being honored with a <i>Gateway Program Excellence Award</i> for exceeding all four of the national networks’ performance benchmarks in 2014-2015: GPA, one-year persistence, two-year persistence, and graduation rate.</li> <li>• <u>Cubit Building Update</u> – The College anticipates opening the building by summer/fall 2017. Anticipated equipment storage fees have decreased. Vendors included storage cost with bill. New windows have been already replaced on the first and second floors.</li> <li>• <u>Campus Construction Projects Update</u> – By FY21, the College will have invested at least \$54 million into the campus and campus center. Renovation of campus center will begin in either February or March 2017. Center for Life Sciences (first floor of Marieb building) will include a “clean room” for instruction, updated classrooms and labs. Construction on the first floor of the Marieb building will begin in January ’17.</li> </ul>

	<ul style="list-style-type: none"> <li>• <u>Energy Conservation Measures</u> – All lighting fixtures will be upgraded to be more energy efficient. VAV boxes will be retrofitted. Lighting and HVAC building automation systems to be upgraded so that rooms have individual control. Also, door weather stripping; installation of low-resistance air filters; and rainwater harvesting will be installed. These upgrades have been scheduled to begin the week of June 13<sup>th</sup>, 2016.</li> </ul> <p>President Messner introduced Monica Perez as the new Vice-President for Academic affairs.</p>
<b>APPROVAL OF THE MINUTES</b>	On a motion by Trustee Ferriter and seconded by Trustee Dalton, it was <b>VOTED</b> to approve the minutes of the April 2016 meeting as presented.
<b>APPROVAL OF PERSONNEL ACTIONS</b>	<p>On a motion by Trustee Ferriter and seconded by Trustee Johnson, it was <b>VOTED</b> to approve the appointments for the Non-Unit Professional Staff, MCCC Unit Professional Staff, and Faculty as presented.</p> <p>On a motion by Trustee Dalton and seconded by Trustee Plotkin, it was <b>VOTED</b> to empower the President of the College to approve all personnel actions prior to the next meeting.</p>
<b>OLD BUSINESS</b>	Chair Gilbert once again asked the Board to consider the idea of remote participation.
<b>ADJOURNMENT</b>	The meeting was adjourned at 9:07 a.m.

Respectfully submitted,



John Ferriter, Secretary  
Board of Trustees

Approved: Robert W. Gilbert, Jr., Chair, June 28, 2016