

**HOLYOKE COMMUNITY COLLEGE
BOARD OF TRUSTEES**

Minutes of September 27, 2016

The 352nd meeting of the Holyoke Community College Board of Trustees was held on Tuesday, September 27, 2016, in the John T. Hickey Conference Room, Chair Robert W. Gilbert, Jr. presiding.

MEMBERS PRESENT	Robert Gilbert Yolanda Johnson Teddy McCormick Steven Mitus Lucy Perez Evan Plotkin Julie Pokela Katie Stebbins John Vaccaro
NOT PRESENT	Ted Hebert, Suzanne Parker
ALSO PRESENT	Mark Broadbent, Joe Bruseo, Michele Cabral, Dan Campbell, Karen Desjeans, Veena Dhankher, Mary Dixey, Amy Dopp, Steve Duffany, Kermit Dunkelberg, William Fogarty, Curt Foster, April Graziano, Jeff Hayden, Olivia Kynard, Johanna Lebron, Nelson Lopez, Holly Martin-Peele, Keith McKittrick, Ahmed Salman Mirza, Marcia Mitchell, Karin Moyano Camihort, Ed Murch, Monica Perez, JoAnne Rome, Anthony Sbalbi, Idelia Smith, Michele Snizek, Linda Szalankiewicz, Renee Tastad, Ken White, Chris Yurko, Bonnie Zima Dowd
CALL TO ORDER	Chair Gilbert called the meeting to order at 8:02 a.m.
APPROVAL OF THE MINUTES	On a motion by Trustee Vaccaro and seconded by Trustee McCormick, it was VOTED to approve the minutes of the August 2016 meeting as presented.
NOMINATING COMMITTEE	With Trustee John Ferriter's departure from the Board, Chair Gilbert asked Trustee Vaccaro to reconvene the Nominating Committee in search for a new Board Secretary. Chair Gilbert thanked the Board's Student Trustee Teddy McCormick for representing the college at the Boston Red Sox community college event. Trustee McCormick will serve on the Nominating Committee.
FINANCE COMMITTEE	Chair Gilbert appointed Trustee Mitus as the Chair of the Finance Committee.
REPORT OF THE PRESIDENTIAL SEARCH COMMITTEE	Report of the Presidential Search Committee presented by Chair Gilbert and Vice-Chair Pokela. <ul style="list-style-type: none"> • A total of 53 resumes were submitted to the search consultant. • 12 semi-finalists were selected. Commissioner Santiago approved of the candidates selected. • The search committee will conduct Skype interviews with the semi-finalists the week of October 3rd, 2016.

	<p>On a motion by Trustee Vaccaro and seconded by Trustee Johnson, it was VOTED to approve the search committee's panel of semi-finalist candidates.</p>
REPORT OF THE CHAIR	<p>Chair Gilbert welcomed newly appointed Trustee, Katie Stebbins, to the Board.</p> <p>Chair Gilbert thanked the HCC Golf Committee and Foundation for organizing this year's golf tournament.</p> <p>Chair Gilbert attended the College's Professional Association meeting in August. He provided an update on the presidential search to the association.</p> <p>Chair Gilbert attended a meeting with Mass. Commissioner of Elementary & Secondary Education Mitchell Chester, and Holyoke Public Schools Receiver Stephen Zrike at the transportation center to discuss the City's educational system, as well as issues with budgetary funding.</p> <p>The Chicopee Chamber of Commerce recognized HCC on its 70th year. Interim Dean of Business & Technology Michele Cabral was a guest speaker at the event.</p>
APPROVAL OF PERSONNEL ACTIONS	<p>Interim President Fogarty announced the faculty appointment of Patricia Twining to the nursing program.</p> <p>On a motion by Trustee McCormick and seconded by Trustee Plotkin, it was VOTED to approve the appointment and reappointments for the Faculty and MCCC Unit Professional Staff as presented.</p> <p>On a motion by Trustee Vaccaro and seconded by Trustee Mitus, it was VOTED to approve the appointments and reappointments of the Program/Work Area Department Chairs as presented.</p> <p>On a motion by Trustee Plotkin and seconded by Trustee McCormick, it was VOTED to empower the Interim President of the College to approve all personnel actions prior to the next meeting.</p> <p>Assistant Vice President for ABE & Workforce Development Kermit Dunkelberg introduced Ahmed Salman Mirza to the Board. Ahmed is 1 of 19 administrators visiting from Pakistan to learn more about the U.S. community college system.</p>
SABBATICAL PROPOSAL	<p>A sabbatical proposal was presented to the Board of Trustees by Vice President for Academic Affairs Monica Perez:</p> <ul style="list-style-type: none"> • <u>Professor James Dutcher</u> – the focus of this sabbatical is to write a textbook on Culinary Sustainability. <p>On a motion by Trustee Plotkin and seconded by Trustee Perez, it was VOTED to approve the sabbatical request as presented.</p>
PRESIDENT'S REPORT	<p>Interim President William Fogarty thanked the Admissions staff for their work attributing to Fall semester enrollment. New Student enrollment decreased by only 2.2%. The college was anticipating a higher decrease.</p> <ul style="list-style-type: none"> • <u>Workforce & Non-Credit Programs</u> – Vice President for Business &

	<p>Community Services Jeff Hayden, and Assistant Vice President for ABE & Workforce Development gave a presentation called “Pathways to College” that highlighted student success through non-credit programs such as HiSet testing, the JUNTOS collaborative at the Picknelly Adult and Family Education Center, and Jumpstart; as well as workforce development training provided by local businesses and DTA assistance programs, for those that want to increase their opportunity of employment.</p> <ul style="list-style-type: none"> • <u>Pathway Programs</u> – Holyoke Public Schools (HPS) pathway to college through the Dual Enrollment (DE) program has increased significantly. In 2015 the college enrolled only 2 HPS DE students, compared to 80 currently enrolled for 2016. Overall, the DE program has increased its enrollment from 141 in 2015 to 250 in 2016. Trustee Johnson applauded the college for its work with the local public school system. <p>Michele Snizek introduced the College’s new ACT Center. The ACT Center was created by merging the College’s Advising, Career Services, and Transfer Affairs offices into one central location that students can visit.</p> <ul style="list-style-type: none"> • <u>Student Success Update</u> – <i>(tabled for October Board of Trustees meeting)</i>
ADJOURNMENT	The meeting was adjourned at 9:15 a.m.

Respectfully submitted,



Teddy McCormick
Board of Trustees

Approved: Robert W. Gilbert, Jr., Chair, October 25, 2016