

**HOLYOKE COMMUNITY COLLEGE
BOARD OF TRUSTEES**

Minutes of January 31, 2017

The 355th meeting of the Holyoke Community College Board of Trustees was held on Tuesday, January 31, 2017, in the John T. Hickey Conference Room, Chair Robert W. Gilbert, Jr. presiding.

MEMBERS PRESENT	Robert Gilbert Ted Hebert Yolanda Johnson Teddy McCormick Suzanne Parker Lucy Perez Evan Plotkin Julie Pokela Katie Stebbins
NOT PRESENT	Steven Mitus, John Vaccaro
ALSO PRESENT	Joe Bruseo, Michele Cabral, Dan Campbell, Karen Desjeans, Veena Dhankeher, Mary Dixey, Amy Dopp, Steve Duffany, Clara Elliott, William Fogarty, Curt Foster, Elizabeth Golen, April Graziano, Jeff Hayden, Kim Hicks, Nelson Lopez, Holly Martin-Peele, Marcia Mitchell, Karin Moyano Camihort, Ed Murch, Monica Perez, Jose Rivera, JoAnne Rome, Christina Royal, Anthony Sbalbi, Idelia Smith, Michele Snizek, Linda Szalankiewicz, Renee Tastad, Judy Turcotte, Yanina Vargas, Chris Yurko, Bonnie Zima Dowd
CALL TO ORDER	Chair Gilbert called the meeting to order at 8:06 a.m. Chair Gilbert introduced Dr. Christina Royal as the College's fourth President.
APPROVAL OF THE MINUTES	On a motion by Trustee Parker and seconded by Trustee Stebbins, it was VOTED to approve the minutes of the November 2016 meeting as presented.
APPROVAL OF PERSONNEL ACTIONS	On a motion by Trustee McCormick and seconded by Trustee Perez, it was VOTED to approve the appointment for the Non-Unit Professional Staff, MCCC Unit Professional Staff, and Faculty as presented. On a motion by Trustee McCormick and seconded by Trustee Perez, it was VOTED to approve the appointments of the Program/Work Area Department Chairs as presented. On a motion by Trustee Stebbins and seconded by Trustee McCormick, it was VOTED to empower the President of the College to approve all personnel actions prior to the next meeting.
SABBATICAL LEAVE PROPOSAL	A sabbatical proposal for Miles Xian Liu was presented to the Board of Trustees. On a motion by Trustee Stebbins and seconded by Trustee Hebert, it was VOTED to approve the sabbatical request.

<p>FEBRUARY BOARD MEETING DISCUSSION/ CANCELLATION</p>	<p>The Board decided not to cancel the February 2017 Board of Trustees meeting.</p> <p>Also discussed was the possibility of moving the Annual meeting from March 2017 to April 2017.</p> <p>On a motion by Trustee Stebbins and seconded by Trustee Perez, it was VOTED to approve holding the Annual meeting to April 2017.</p>
<p>REPORT OF THE STUDENT SUCCESS & ACCOUNTABILITY COMMITTEE</p>	<p>Report of the Student Success & Accountability Committee presented by Trustee Johnson:</p> <ul style="list-style-type: none"> • Trustee Johnson, committee Chair, recognized the following individuals for their work with the committee: <ul style="list-style-type: none"> - Marcia Mitchell, Comptroller - Monica Perez, VP for Academic Affairs - Yanina Vargas, VP for Student Affairs - Michele Snizek, Dir. of Retention and Student Success - Renee Tastad, Dean of Enrollment Management - Julie Pokela, Trustee - Suzanne Parker, Trustee - Teddy McCormick, Trustee (student) • The committee is focusing its work and developing strategies to address the following 5 overarching areas: <ol style="list-style-type: none"> 1. <i>Enrollment</i> – Currently down, how to increase? 2. <i>Retention</i> – Who are we retaining? Who are we <u>not</u> retaining? 3. <i>Remediation</i> – Moving students from developmental course work to college-level work. 4. <i>Graduation</i> – Rate is improving, but what about those that are not graduating. Identifying why? Access & equity. 5. <i>Culture & Climate Transformation</i> – with the college becoming a Hispanic Serving Institution (HSI) the college will need to shift around its practices; what it does; and how it engages with students; as well as becoming a welcoming environment, including physical appearance.
<p>REPORT OF THE CHAIR</p>	<ul style="list-style-type: none"> • Chair Gilbert attended a regional Workshop held by the state’s Division of Capital Asset Management & Maintenance (DCAMM) at HCC on November 9, 2016. A central theme of the Workshop centered on institutions benefiting from the use of previously unused campus/facility space. • HCC Foundation has selected a contractor for Culinary Center at the Cubit building. Documents have been submitted to the Economic Development Agency for approval of contracts, and for an order to proceed. • On January 11, 2017 Chair Gilbert attended the Student Success & Accountability Committee meeting. • Chair Gilbert informed the Board that he and President Royal met with Springfield Technical Community College’s President and Board Chair, to discuss their collaborative efforts with the Training & Workforce Options (TWO) partnership.

	<ul style="list-style-type: none"> On January 23, 2017 Chair Gilbert & President Royal met with President Sonya Stephens, from Mount Holyoke College, to discuss the Colleges' great transfer relationship, as well as the Perkins Scholarship program.
PRESIDENT'S REPORT	<p>President Royal thanked the Board for the privilege and opportunity to serve as the College's fourth president, and first female president. President Royal also thanked Bill Fogarty, Vice President for Administration & Finance, for his leadership serving as Interim President, and support in the transition of leadership. President Royal thanked Chair Gilbert and Vice Chair Pokela for their support in her transition to the college, and to the region.</p> <ul style="list-style-type: none"> <u>Strategic Planning</u> – President Royal has begun working on the framework of the College's strategic plan. She looks forward to the opportunity to engage with all constituents of the college. Further clarify our strengths and priorities through the strategic planning process. Currently, the college has a set of six priorities that has been guiding the direction of the institution. These priorities have primarily come from the Commissioner, and the Board of Higher Education's Vision Report. Although these priorities are important in guiding the institution at the state level, we need to institute priorities on a local level as well. <u>Dual Enrollment Update</u> – presented by Dean of Enrollment Management Renee Tastad: <ul style="list-style-type: none"> Dual enrollment programs include ICE, Gateway to College, and high school students. 221% Growth in participation from Fall 2014 to Spring 2017.. 85% Pass rate for Fall 2016 cohort (vs. 75.9% for all HCC students). Over 37% of students remained at HCC after high school graduation. 45% of dually enrolled students identify as Hispanic/Latino. HCC's Inclusive Concurrent Education (ICE) and Gateway to College programs are nationally recognized for being the best in their field. <u>Center for Health Education</u> – presented by Vice President for Academic Affairs Monica Perez: <ul style="list-style-type: none"> The new facility has enabled the ability to ramp up what's being done in the health division, as well as the non-credit division. 47% increase in Foundations of Health program. Rad Tech student enrollment has increased from 29 to 31 65 students enrolled in CNA and EMT program from Summer 2016 through Spring 2017. <u>Construction Update</u> – presented by Vice President for Administration & Finance Bill Fogarty: <p>HCC Foundation has selected a contractor for Culinary Center at the Cubit building. Documents have been submitted to the Economic Development Agency for approval of contracts, and for an order to proceed. <i>(previously mentioned during the report of the Chair)</i></p>
ADJOURNMENT	The meeting was adjourned at 9:14 a.m.

Respectfully submitted,

Teddy McCormick
Board of Trustees

Approved: Robert W. Gilbert, Jr., Chair, February 28, 2017