

**HOLYOKE COMMUNITY COLLEGE
BOARD OF TRUSTEES**

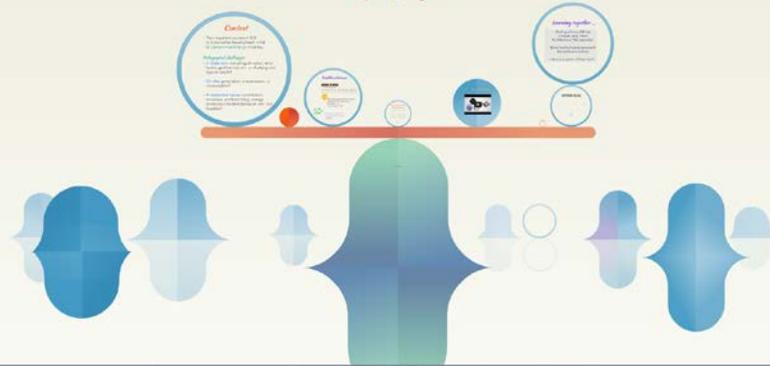
Minutes of April 24, 2018

The 366th meeting of the Holyoke Community College Board of Trustees was held on Tuesday, April 24, 2018, in the John T. Hickey Conference Room, Chair Robert W. Gilbert, Jr. presiding.

MEMBERS PRESENT	Charles Epstein Robert Gilbert Ted Hebert Jonathan Jasmin Yolanda Johnson Julie Pokela Katie Stebbins
NOT PRESENT	Suzanne Parker, Lucy Perez, Evan Plotkin, Ivonne Vidal
ALSO PRESENT	Olugbemiga Adekunle, Michele Cabral, Dan Campbell, Karen Derouin, Karen Desjeans, Veena Dhankher, Amy Dopp, Steve Duffany, Clara Elliott, Bill Fogarty, Curt Foster, Jeff Hayden, Kim Hicks, Olivia Kynard, Miles Liu, Nelson Lopez, Moira Maguire, Holly Martin-Peele, Keith McKittrick, Kylie Miller, Marcia Mitchell, Ed Murch, Monica Perez, Myriam Quinones, Kristine Ricker Choleva, Joe Rivera, Eliezer Rivera Lorenzi, Michelle Robak, JoAnne Rome, Christina Royal, Amanda Sbriscia, Idelia Smith, Michele Snizek, Linda Szalankiewicz, Renee Tastad, Yanina Vargas, Chris Yurko, Bonnie Zima Dowd
CALL TO ORDER	Chair Gilbert called the meeting to order at 8:05 a.m.
APPROVAL OF THE MINUTES	On a motion by Trustee Stebbins and seconded by Trustee Epstein, it was VOTED to approve the minutes of the February 2018 meeting as presented.
PERSONNEL ACTIONS	On a motion by Vice-Chair Pokela and seconded by Trustee Epstein, it was VOTED to approve the appointments and reappointments for the Non-Unit Professional Staff, Unit Professional Staff, and Faculty as presented. On a motion by Trustee Stebbins and seconded by Trustee Jasmin, it was VOTED to approve the recommendations for Tenure as presented. On a motion by Trustee Jasmin and seconded by Trustee Hebert, it was VOTED to approve the recommendations for Change in Rank as presented. On a motion by Vice-Chair Pokela and seconded by Trustee Stebbins, it was VOTED to empower the President of the College to approve all personnel actions prior to the next meeting.
SABBATICAL PRESENTATION	Sabbatical Presentation by Miles Xian Liu, Professor of English:

Building Vision via 3D Modeling

sabbatical report
--Miles X. Liu
Dept. of English



Context

- Two required courses in SUS:
 - a) Sustainable Development in fall
 - b) Carbon-free Energy in spring;

Pedagogical challenges

- **In classroom:** sampling all--solar, wind, hydro, geothermal, etc. **or** studying one type in-depth?
- **On-site:** generation, transmission, **or** consumption?
- A **residential house**--orientation, envelope, window rating, energy produced, resident behavior, etc., **but** feasible?

Possible solutions ...

• **STIEBEL ELTRON**

Technik zum Wohlfühlen

animated PPT on heating water, piping it to points of use, & consumer behavior

• **Sola**

"Revit Engineering" for its entire design & testing process, SolaBlock, LLC., Easthampton, MA

**HOLYOKE
COMMUNITY
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"Tiny House" & "Revit Architecture" for SUS, maybe?

HOLYOKE
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Exploring 3D modeling: "Revit Architecture"

- Learn a 3D modeling program to offer virtual experience in "Carbon-free Energy" course;
- Building & Construction Technology Program at UMass-Amherst--summer 2017;
- Sustainable Product Design & Architecture at Keene State College, NH--fall 2017;



Course I took at KSC

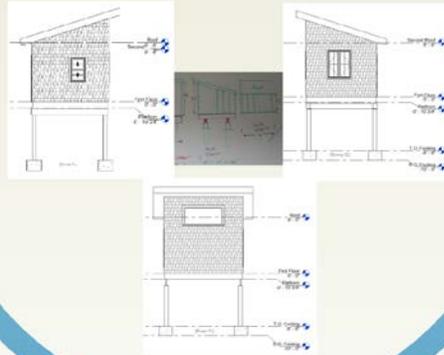
KSC Classes
(August 28 – December 15, 2017)

Time \ Day	Mon.	Tuesday	Wed.	Thursday	Friday
8:00		ARCH-220—CAD II			ARCH-220—CAD II
9:00		8:00 – 9:45 (TDS207)			8:00 – 9:45 (TDS207)
10:00					
11:00					
12:00					
1:00					
1:30 - 3:15		ARCH-180.02—Intro to Arch Design		ARCH-180.03—Intro to Arch Design	ARCH-120—CAD I
1:45 – 4:00		1:45 – 4:00 (TDS203)		1:45 – 4:00 (TDS203)	1:30 – 3:15 (TDS207)
4:00 - 5:45		ARCH-120—CAD I			
		4:00 – 5:45 (TDS207)			

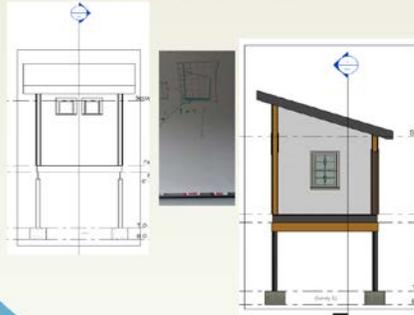
Learning together ...

- Piloting a 5-day BIM lab module using "Revit Architecture" this semester;
- None has had experience with the software before;
- Here are some of their work;

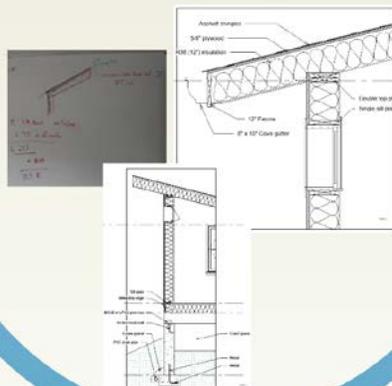
ELEVATION VIEWS

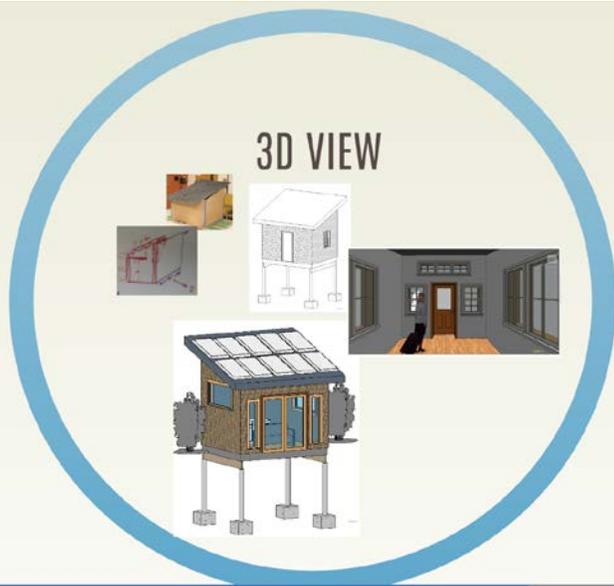


SECTION VIEWS

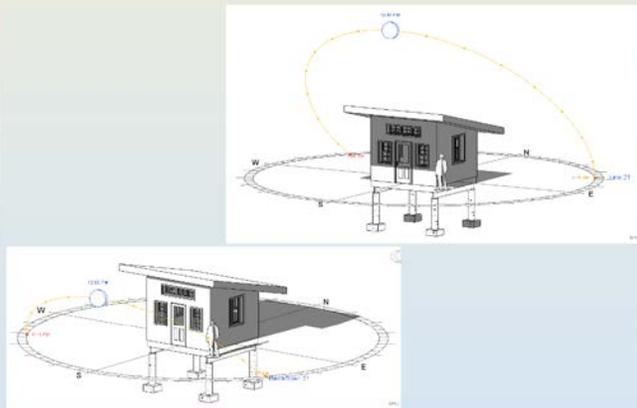


detail "call-out"





Sun path, Holyoke, MA



tangible benefits, a marketable skill

For SUS Program

- 1) Adds in a missing component--design;
- 2) Enables "Tiny House" project to proceed more collaboratively & class after class;

For SUS students

- 3) New learning opportunities through hands-on experience;
- 4) A marketable skill in fields of clean energy, building management, & design

<p>HOUSEKEEPING ITEM</p>	<p>On a motion by Trustee Stebbins and seconded by Trustee Jasmin, it was VOTED to authorize the individuals appointed, whether permanent or interim, to the positions of President, Vice President for Administration & Finance and Comptroller, to sign legal documents on behalf of the College.</p>
<p>REPORT OF THE FINANCE COMMITTEE</p>	<p>Report of the Finance Committee presented by Comptroller Marcia Mitchell and Vice President for Administration & Finance Bill Fogarty:</p> <p>When reviewing the budget for the next fiscal year, the first thing the college does is look at the budget with no fee increases. Given loss of enrollment, and the state not funding collective bargaining agreement fully, a budget with no fee increase is unreasonable. Even with the proposed fee increase, the college is still looking at tightening its budget by another \$4 million. When realigning the College’s business model, next year under strategic planning, one of the big efforts will be to look at our revenue base with the intent of diversifying our abilities and look at ways we can incorporate multi-year fees and budgeting, so that we are less reliant on student fees.</p> <p>Chair Gilbert asked how the college came to the conclusion that it should eliminate the \$100 Foundations of Health (FOH) program fee. There were two reasons:</p> <ul style="list-style-type: none"> • Students were complaining about the fee. The idea was that FOH students would be taking a lot of their classes at the Center for Health Education (CHE), therefore, the fee would aid in supplementing the cost to build the facility. However, it turns out that FOH students were actually taking only one class at the CHE. • FOH students began changing their major to Liberal Arts to avoid paying the fee. This is not how students should be making decisions about which programs they should be in. <p>On a motion by Trustee Jasmin and seconded by Trustee Epstein, it was VOTED to eliminate the \$100 per student per semester Foundations of Health program fee, effective 7/1/18.</p> <p>On a motion by Trustee Johnson and seconded by Trustee Jasmin, it was VOTED to increase the Educational Services Fee from \$155 to \$164 per credit; increase the Facilities Fee from \$4 to \$5 per semester; increase the Distance Learning Fee from \$15 to \$20 per credit.</p>
<p>REPORT OF THE CHAIR</p>	<ul style="list-style-type: none"> • On 2/28/18, Chair Gilbert attended a “Topping Off Ceremony” for the Campus Center. Topping off ceremonies are traditionally held as the last beam is raised into place on new buildings. Attendees were able to sign the beam before it was raised. • On 3/1/18, Chair Gilbert, along with President Royal and Trustees Epstein, Hebert and Vidal, attended the Statewide Massachusetts Community Colleges Trustees Conference. • On 3/2/18, Chair Gilbert attended the 2018 Western Mass Public Higher Education Legislative Breakfast at Westfield State University. • On 2/28/18 & 4/11/18, Chair Gilbert attended the Board of Trustees Mission/Vision Workshops. • On 4/12/18, Chair Gilbert attended the grand opening of the HCC MGM Culinary Arts Institute. The event was also attended by Lt.

	<p>Governor Polito, Secretary of Education Jim Peyser, Secretary of Labor & Workforce Development Rosalin Acosta, and a host of other dignitaries. Chair Gilbert stated that the food was great.</p>
<p>PRESIDENT'S REPORT</p>	<p>President Royal asked Monica Perez, Vice President for Academic Affairs, to introduce the College's new Dean of Social Sciences, Moira Maguire.</p> <p><u>Student Speakers:</u></p> <p>Kylie Miller is a student mentor for Multicultural Academic Services (MAS). A 2015 graduate of Holyoke High School, Kylie will be graduating this year with a degree in Biology. She is a first-generation college student who joined the MAS program, prior to attending the college, so that she could get a better understanding of what college would be like, and what to expect. Through the MAS program, Kylie was able to form a support group that helped her navigate through her first year. Kylie plans on transferring to a 4-year school.</p> <p>Eliezer Rivera Lorenzi is a student mentor for Multicultural Academic Services. A former Adult Basic Education student, Eliezer is a first-generation college student currently studying Psychology. Prior to his involvement with MAS, Eliezer was struggling with paying his tuition. With the help of MAS Coordinator, Myriam Quinones, Eliezer found out that he was eligible for financial aid. As a mentor, Eliezer loves sharing his stories of struggle and achievement to help motivate other students.</p> <p><u>HCC MGM Culinary Arts Institute Grand Opening:</u></p> <p>The grand opening was a great success. Several of the key speakers were Lt. Governor Polito, Secretary of Education Jim Peyser, Secretary of Labor & Workforce Development Rosalin Acosta, and Mayor Alex Morse. President Royal thanked Bill Fogarty, Vice President for Administration & Finance, and Amy Dopp, Dean of Resource Development, for really moving the ball forward on the culinary center project. She also thanked Amanda Sbriscia, Vice President for Institutional Advancement/Executive Director of HCC Foundation, Jeff Hayden, Vice President for Business & Community Services, and Karen Desjeans, Chief of Staff, for organizing the grand opening.</p> <p><u>Strategic Planning Update:</u></p> <p style="text-align: center;">Strategic Planning Components</p> <p>Mission Educate. Inspire. Connect.</p> <p>Student Experience Statement Holyoke Community College commits to delivering a transformational student experience characterized by:</p> <ul style="list-style-type: none"> • A “connection network” that draws people, services and knowledge together to address students' fundamental needs and thus ensure their readiness to succeed at HCC. • An affordable, relevant education provided by talented faculty and resulting in career and transfer opportunities that enable students to thrive • An approach to educating the whole person that continuously

meets **students where they are**—socially, financially, educationally and geographically—and **engaging** them in **real-world learning experiences**

- A **vibrant, connected college community** that **enriches** the learning experience, delivers **relentless encouragement** and builds **life-long connections**

Faculty and staff of Holyoke Community College commit to support this **transformative** experience through:

- **Accessible, guided**, and intuitive services that support students and their **families**
- **Efficient and effective processes** supported by **contemporary technologies**
- **Data and predictive analytics** that enable HCC to deliver **personalized**, proactive and **responsive** programs and services
- An **agile** and **supportive culture** that recognizes the importance of training and **professional development** to build knowledge, skills and abilities

Vision (potential statements):

We are the first choice for a quality education and inspire all students to overcome barriers to success.

Passionately committed to overcoming barriers to success and being the first choice for a quality education.

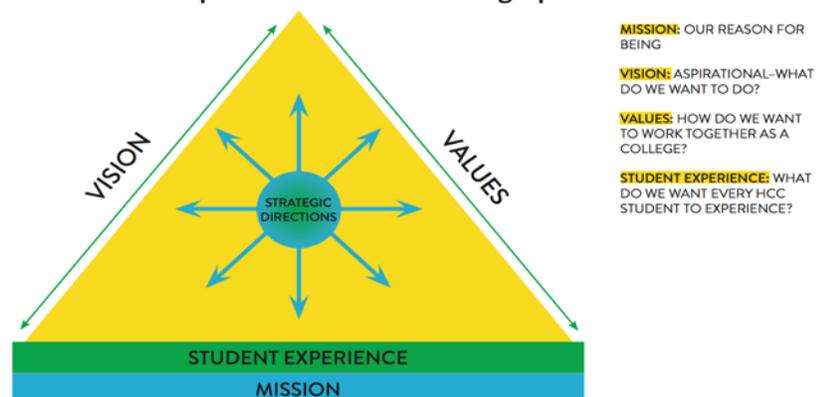
Holyoke Community College is the first choice for a barrier-free, quality education.

Values:

- Innovation
- Collaboration
- Kindness
- Inclusion
- Trust

Kindness, inclusion and **trust** are the foundation of the work that we do together. **Innovation** and **collaboration** enable us to explore and implement the ideas that will shape our future.

Framework for a performance-driven strategic plan



	<p>Upcoming Events</p> <ul style="list-style-type: none"> • April 25: Community engagement breakfast • May 23: Future Walk & Commissioner’s Keynote • June 12: Department of Education Checkpoint #2 presentation <p>Next Steps:</p> <ul style="list-style-type: none"> • Board finalizes vision statement • Mission, vision, values feedback collected from faculty, staff & administration • Second round strategy statements reviewed by the Strategic Planning Steering Committee • Finalization of strategy statements by the Cabinet • Development of objectives associated with strategies <p>President Royal bid farewell and best wishes to the College’s Chief of Police, Jose Rivera. Captain Chester DeGray will assume the position of Interim Chief upon Chief Rivera’s departure.</p>
ADJOURNMENT	The meeting was adjourned at 9:42 a.m.

Respectfully submitted,

Nelson Lopez
Recording Secretary