

HOLYOKE Board of Trustees Meeting Minutes

COMMUNITY

COLLEGE

Holyoke Community College

June 24, 2025 at 8:00 AM EST

Remote ONLY

Attendance

Trustees Present:

Sonia Dinnall, Julius Dixon, Todd McGee, Evan Plotkin, Nayroby Rosa, and Chair Vanessa Smith

Trustees Absent:

Charles Epstein, Yolanda Johnson, and Ivonne Vidal

Remote Guests:

Teresa Beaudry, Beth Breton, Maria Brunelle, Julissa Colon, Veena Dhankher, Kermit Dunkelberg, Curt Foster, Judy Gregoire, Jeffrey Hayden, Jessica Hill, Jennifer Kerr, Olivia Kynard, Johanna Lebron, Jane Lerner, Michele Mariani, Vanessa Martinez, Sharale Mathis, Irma Medina, Will Reyes-Cubides, Kris Ricker Choleva, Narayan Sampath, Amanda Sbriscia, Renee Tastad, George Timmons, Rebecca Townsend, and Marlowe Washington

MEETING

- I. Call to Order the Annual Meeting: Chair Smith called the Annual meeting of the Holyoke Community College Board of Trustees to order at 8:07 am.

- II. Roll Call

Roll Call Vote:

YES: Julius Dixon, Todd McGee, Evan Plotkin, Nayroby Rosa, and Chair Vanessa Smith.

Sonia Dinnall entered via Zoom at 8:26 am.

- III. Interim Board Chair's Report

Chair Smith reflected on the past year, noting the transition of Trustee Hebert and recognizing his service. She noted that we welcomed three new trustees, Sonia Dinnall, Todd McGee and Julius Dixon, and are looking forward to their service. She reflected on the number of opportunities for trustee professional development, including an in-person half day workshop with the Equity Committee in September and the Department of Higher Education. In November, a half-day Board retreat was held as a first step in a reset in enhancing and improving Board governance and engagement, which is a launching point for the two-day retreat coming up this week. She also mentioned in December that she, along with Trustee Vidal and President Timmons, attended the Governance Leadership Institute in Worcester sponsored by the Massachusetts Association of Community College and attended by peers from the Community Colleges in the Commonwealth. This was a great learning opportunity and a great networking opportunity, as well. In February, in addition to Dr. Timmons, Trustees Vidal and Rosa attended the ACCT Legislative Summit in Washington, D.C., and then in late March, early April, Interim Chair Smith and Dr. Sbriscia attended the AGB Conference. It was an action-packed year and built a solid foundation for the future, and she thanked the committee chairs, and thanked Dr. Timmons for his partnership. She stated, overall, the theme of the past year has been one of transition and laying a foundation for the work that we're going to continue to do together and how we can best work together to support one another, to support Dr. Timmons, and ultimately support the college.

IV. Student Trustees' Report

Student Trustee Dixon read his report. (*See attached*).

V. President's Annual Report

President Timmons shared highlights from each of the divisions that took place over the year.

- The Division of People, Equity and Culture is starting to take shape, and the reorganization is pretty much complete with the focus on the peopling, which focuses on fostering inclusivity, transparency, and institutional resilience. There are five areas of focus within the division, with those being the Office of People and Talent, Restorative Practices and Mediation, and the transformational work that is being done with Campus Safety and the HCC Police Department. They've also had the first Campus Climate Survey, which was comprehensive to gain insight into the workplace culture, student experience and equity gaps. The final area of focus is the Tapestry Alliance, formerly known as the EDC Council, which serves as our official body for equity at the college.
- From the Division of Business and Community Services, there were five initiatives and achievements for FY 25. They were: Over \$10 million in grant funding for Adult Education and Workforce Development, a \$2.5 million dollar increase from FY 24; served over 818 English Language Learners from 58 countries, speaking more than 26 languages. (5 levels of ESOL, Regional Partnership, Accelerated Career English and MassSTEP culinary and nursing assistant contextualized training); 47 Gateway to College graduates with approximately 30 continuing onto HCC; New Training Initiatives in Green Jobs, Medical Assistant, Community Health Worker, Financial Services; and Enhanced relationship with MassHire Holyoke.
- From the Division of Academic and Student Affairs, they hired 15 new faculty members who will be on board in the Fall, and within the B-Stem Academic Division, hosted an inaugural Innovation Challenge in Fall 2024. Within the Office of Institutional Effectiveness and Strategic Analytics, created an External Environmental Scan report, and updated year two of the Strategic Plan (FY 2023-2026) metrics and presented them to the Board of Trustees, along with metrics and timelines for Strategic Plan 3.0, which were summarized at the kickoff meeting. They've also had a number of affinity programs really bear fruit this year, with support programs. SAMP had 92 scholars that were supported through graduation; ALANA had 31 graduates; El Centro had 31 graduates, and achieved a retention rate of 84%. CAPS launched Navigate kiosks and virtual check-ins to improve access and data collection. Students who use the CAP services completed courses at a rate of 20-27% higher. TRIO celebrated, as well, with 64 students toward graduation. We've had a number of students take advantage of the Itsy-Bitsy Child Watch services, with 75 children of 70 students, and are in the process of completing the construction of the new child watch space in Frost Room 259.

Another highlight was Commissioner Kershaw came to campus to celebrate our faculty and Early Education for their work in developing a statewide mentoring program for early education professionals that will serve as a Massachusetts Early Credentialing part of their system, and was very supportive and pleased with the work that has been coming out of HCC over the years, and considers HCC a leader in the state when it

comes to Early Education. Also, we have a new two-year academic calendar that's publicly posted that gives students an opportunity to plan accordingly.

- From the Division of Institutional Advancement, this year the Foundation gave over \$5.6 million to the college, and hosted a number of academic and student support programs to facilities, scholarships and the like. Some of the areas that were supported included the Thrive Resource Center, the Marieb Adult Learner Success Center, the Marieb Life Science Center, and the Itsy-Bitsy Child Watch, the menstrual equity initiative, and other micro campaigns in specific departments. Another item was the work that Dr. Alan Bloomgarden has done with regards to the year-long community of practice for grant programs across campus, which was an attempt to develop internal expertise and identify best practices around grant development and to build a strong bench to apply for grants as they came up that aligned with our strategic plan. In the area of fundraising, the 5th Annual TogetherHCC reached nearly \$1 million since that initiative began with over 504 donors, and thank you to all those who contributed to that over the years.

VI. Adjournment of the Annual Meeting of the Board of Trustees at 8:26 am.

End Of The Year Student Trustee Report by Julius Dixon

This year has been a transformative learning experience in my education. Starting in the fall of 2024, I was doing an internship through Alana. While in the beginning of doing that my mentor Miguel Velez nominated me to be student trustee. I began campaigning with lots of help from supporters who believed in me and I won. After that, my journey as student trustee began, I started attending meetings and learning on the spot "meeting editcity" to be more involved in the meetings. In October I attended, along with a few other guys from Alana, The Men Of Color Student Leadership Institute conference in Hartford CT. Once there I learnt what it takes to be a leader, how to conduct myself. Realizing sometimes I have to be ok with being uncomfortable. That was an amazing experience and I will always remember.

In November I and a few others from the student senate in a moderation seminar done by Dr. Rebecca Townsend. In this seminar we learnt what it takes and what goes into being a moderator and it is very informative. The very next day I co moderated a community conversation building Democracy with Alfonso Herra Neal. The whole idea of the forum was coming together and checking in and talking with one another essentially of the recent results in the presidential election that had taken place.

I do have to say I wouldn't be where I am today without the continued encouragement of my support team from OSDDS, Alana, Trio, and Student Senate. It has a huge outlook for me that I didn't see at the beginning of the semester, I say that because now when my time is finished here at HCC (May2027) I have plans to transfer on to attend my bachelor's studies and get my next degree.

I was also witness to the transformative change that took place in the student senate as well. From seeing President Heredia's leadership take focus to the VPship changing hands twice. After all these changes. We had visitors come and speak with us about Robert's Rules. Their names were Michael and Jenna. Both were very knowledgeable about the rules, and they shared the changes they made in their student government roles as well. And to this very day, they both are a source of support and our go to for advice.

All and All this year has brought many changes and growth. I am thankful to have the blessing of my fellow students to continue this work for a second school year. And I am looking forward to working with my board members more on being more of a presence for the students, so they can see they're loved, valued, and protected.

Respectfully Submitted Julius Dixon Student Trustee

VII. Call to Order – June Meeting (439th Meeting of the Holyoke Community College Board of Trustees) at 8:27 am.

VIII. Roll Call

Roll Call Vote:

YES: Sonia Dinnall, Julius Dixon, Todd McGee, Evan Plotkin, Nayrobey Rosa, and Chair Vanessa Smith.

IX. Consent Agenda

- A. Consideration of the Minutes for the Board of Trustees Meeting of May 27, 2025.
- B. Report of Personnel Actions dated June 24, 2025 (*See attached*).
- C. Third Quarter Revenue and Expenses approved by the Audit and Finance Committee on June 5, 2025. (*See attached*).
- D. Consideration of the cancellation of the July 22, 2025 Board Meeting.

Roll Call Vote for Consent Agenda

A motion was made by Trustee Plotkin and seconded by Trustee McGee to accept the Consent Agenda as presented.

YES: Sonia Dinnall, Julius Dixon, Todd McGee, Evan Plotkin, Nayrobey Rosa, and Interim Chair Vanessa Smith.

X. Committee Reports

- A. Audit & Finance Committee Report
 - 1. FY 2026 Budget Presentation (*See Attached*).

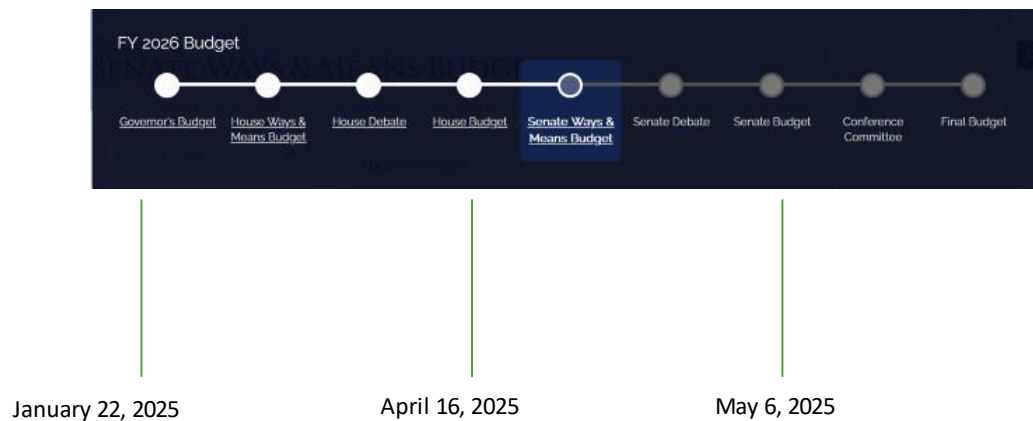


Fiscal Year 2026 (July 2025 to June 2026) Budget

- Budget Process and Appropriation
- Revenue/Expenses
- Strategic Alignment
- Looking Ahead

Educate. **Inspire.** Connect.

State Budget Process and FY'26 Appropriations



Educate. **Inspire.** Connect.

Fiscal Year 2026 Appropriations

Line Item	Name	FY 25		FY 26			COMPARISONS		
		SWM	GAA	H1	HWM	SWM	FY 26 SWM vs. FY 25	FY 26 GAA vs. FY 25	FY 26 HWM vs. FY 25
7502-0100	Berkshire Community College	\$14,640,522	\$14,640,522	\$15,771,575	\$15,720,176	\$15,019,083	\$1,075,461	\$759,207	
7503-0100	Bristol Community College	\$30,626,080	\$30,626,080	\$32,561,318	\$31,766,464	\$31,194,786	\$2,466,706	\$1,066,202	
7504-0100	Cape Cod Community College	\$16,625,187	\$16,625,186	\$17,830,017	\$16,941,124	\$17,096,266	\$1,371,083	\$1,085,145	
7505-0100	Cape Cod Community College	\$14,610,338	\$14,610,338	\$15,395,260	\$14,861,490	\$14,840,175	\$1,030,927	\$6,373	
7506-0100	Wachusett Community College	\$27,127,630	\$27,207,618	\$28,942,011	\$27,980,022	\$28,214,067	\$2,086,437	\$1,644,263	
7507-0100	Massachusetts Bay Community College	\$21,630,636	\$21,630,636	\$23,176,314	\$22,335,356	\$22,366,590	\$1,545,684	\$454,403	
7508-0100	Massachusetts Bay Community College	\$28,046,844	\$28,046,844	\$30,742,709	\$29,446,844	\$31,032,267	\$2,885,423	\$1,565,423	
7509-0100	Mount Wachusett Community College	\$20,184,667	\$20,184,667	\$21,703,657	\$20,670,329	\$21,011,706	\$1,726,639	\$1,241,317	
7509-0101	Shawmut Center for Civic Learning and Community	\$10,000,000	\$10,000,000	\$10,000,000	\$10,000,000	\$10,000,000	\$0	\$0	
7510-0100	Northern Essex Community College	\$26,650,656	\$26,650,656	\$28,360,527	\$27,735,470	\$28,627,124	\$1,967,496	\$1,401,654	
7511-0100	North Shore Community College	\$29,106,676	\$29,106,676	\$31,278,941	\$30,850,124	\$31,572,036	\$2,465,360	\$1,719,264	
7512-0100	Quincy College	\$29,584,745	\$29,584,745	\$31,839,679	\$30,327,420	\$32,136,026	\$2,551,281	\$1,808,603	
7514-0100	Springfield Technical Community College	\$33,281,660	\$33,281,660	\$35,167,278	\$33,906,201	\$35,405,676	\$2,124,217	\$1,569,675	
7515-0100	Hudson Community College	\$14,517,203	\$14,517,203	\$15,264,516	\$14,922,340	\$15,434,601	\$917,368	\$672,442	
7515-0120	Waggoner-Lewis Track and Athletic Center	\$1,126,654	\$1,126,654	\$2,026,654	\$2,026,654	\$1,126,654	\$0	(\$900,000)	
7515-0121	Waggoner-Lewis Track and Athletic Center Related Revenue	\$2,500,000	\$2,500,000	\$2,500,000	\$2,500,000	\$2,500,000	\$0	\$0	
7516-0100	Wellesley Community College	\$31,069,817	\$31,069,817	\$33,964,306	\$32,578,673	\$34,184,034	\$2,244,217	\$1,603,361	
7518-0100	Worcester Community College	\$36,060,150	\$36,060,150	\$38,693,002	\$37,724,666	\$40,037,634	\$3,977,294	\$2,332,738	

Fiscal Year 2026 Proposed

H1: \$28.9M
HWM: \$27.5M
SWM: \$29.2M

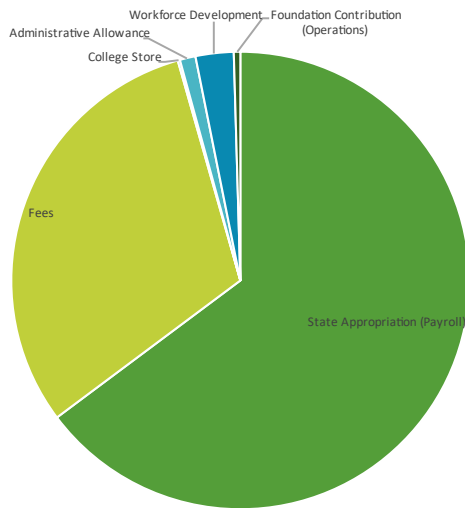
Fiscal Year 2025

General Appropriation:
\$27.2M

If all appropriations are
used for payroll: it's ~\$41M
with fringe

Educate. Inspire. Connect.

Revenue

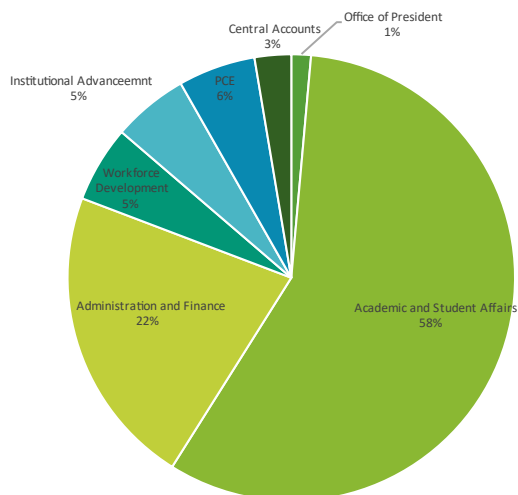


REVENUE/APPROPRIATIONS			
		2025	2026
State Appropriation (Payroll)	64.8%	\$ 37,778,000	\$ 41,000,000
State Appropriation Non Payroll		\$ 1,100,000	
Fees	30.8%	\$ 16,900,000	\$ 19,500,000
College Store	0.2%	\$ 100,000	\$ 100,000
Administrative Allowance	1.1%	\$ 700,000	\$ 700,000
Workforce Development	2.7%	\$ 1,700,000	\$ 1,700,000
Foundation Contribution (Operations)	0.5%	\$ 290,000	\$ 290,000
TOTAL	100.0%	\$ 58,568,000	\$ 63,290,000

- 8% Increase in total operating budget
- 81,000 credits budgeted for the year.
 - 5% increase from 2025 actual number of credits
 - FY 25 budgeted: 72,500
 - FY 25 actual: 77,000

Educate. Inspire. Connect.

Expenses



EXPENSES			
		2025	2026
Office of President	1.4%	\$ 2,077,644	\$ 896,051
Academic and Student Affairs	57.5%	\$ 33,764,330	\$ 36,406,214
Administration and Finance	21.8%	\$ 15,622,888	\$ 13,823,855
Workforce Development	5.5%	\$ 3,696,550	\$ 3,494,174
Institutional Advancemnt	5.5%	\$ 3,434,226	\$ 3,462,480
PCE	5.6%		\$ 3,536,022
Central Accounts	2.0%		\$ 1,671,204
TOTAL	100%	\$ 58,595,638	\$ 63,290,000

- First full year of People Culture and Equity
- Flat discretionary spending
- Increase primarily due to payroll related expenses

Educate. Inspire. Connect.

Alignment with SP 3.0 (Laying the foundation)

- **PCE:** Make HCC an exceptional workplace through our commitment to the new division
 - Allocating resources to build the People and Talent (HR) Team. 5% of budget.
 - Investing in Professional Development
- **Student Experience:** Foster a transformational and integrated student experience rooted in community and belonging
 - THRIVE
 - Foundation assistance with scholarships and PSE/Marieb Adult Learning, Parent Learning Center
 - Student Tech Hub
 - Child Watch Services

Combination of funding from the college, grants and Foundation

Educate. Inspire. Connect.

Alignment with SP 3.0 (Laying the foundation)

- **Academic Excellence:** Elevate our reputation for offering best-in-class academic experiences that are real-world relevant
 - Filled about 13 vacant faculty positions
 - Faculty mentorship program
 - Learning Collaborative
 - Classroom furniture; replacement/accessibility
 - Investment in classroom technology
- **Collaboration and Partnership:** Be a catalyst for community and business-driven impact through our role as a strategic partner
 - PAFEC/CAI (Food Truck)/Tech Rise/Mass Broadband Initiative
 - Donor/community Engagement
- **Workforce and Post-Graduation Success:** Prepare students for life after HCC, ensuring they possess the skills and confidence to excel
 - CNA, Line Cook, TRAIN, JUMP Start, EEC, Transfer partnerships (WSU and Elms)
 - Integrative Learning

Combination of funding from the college, grants and Foundation

Educate. Inspire. Connect.

Alignment with SP 3.0 (Laying the foundation)

- Financial planning aligns with long -term goals
 - Modest enrollment growth
 - Flexible approach to adjust for actual trends
- Infrastructure
 - Facilities Master Plan (Bright Act)
 - Boilers
 - Building Exterior

Educate. Inspire. Connect.

Input

- Budget Advisory Committee, June 4, 2025
- Audit and Finance Committee, June 5, 2025
- Board of Trustees, June 24, 2025

Educate. **Inspire.** Connect.



Fiscal Year 2026 Outlook

- Federal Uncertainty
 - PELL, Student Loans
 - Various programs across the college could be impacted
- State:
 - Fair Share Trend
 - Revenue
 - Nominal increases in base appropriations but expect some volatility
- Capital and Deferred Maintenance : BRIGHT Act
- Attract and retain faculty and staff

Educate. **Inspire.** Connect.



Fiscal Year 2026 Outlook

STATE HOUSE NEWS SERVICE

LABOR & ECONOMY

Massachusetts economists tentatively project weak growth ahead



Michael P. Norton | 1 min ago

[f](#) [x](#) [e](#)

The Massachusetts economy is expected to grow at minimal rates in the second and third quarters of this year, according to local economists, who released data Monday showing the state economy contracted at a greater rate than the U.S. economy during the first quarter.

[Read more](#)

Educate. Inspire. Connect.

Motion

Move that the Board of Trustees approve the balanced FY 2026 budget. The budget includes general operating trust funds and the auxiliary enterprise funds as presented with the express approval of all purchases and to authorize the President or their designee to transfer among departments as needed during the fiscal year .

Educate. Inspire. Connect.

Thank you!

Educate. **Inspire.** Connect.



**Office of the Vice President for
Administration & Finance**



TO: Audit and Finance Committee

FROM: Narayan Sampath, Vice President for Administration & Finance

DATE: June 5, 2025

SUBJECT: FY 2026 Trust Fund Operating Budget and Spending Plan

Attached please find the recommended local trust fund operating budget for fiscal year 2026 (July 2025 to June 2026), along with a comprehensive spending plan for the year. These documents reflect the following assumptions:

We have estimated that the fiscal year 2026 State appropriation will be \$28,275,862 based on currently available information. Our spending includes an 1.93% increase in the Educational Service Fee and Student Services Fee. The revenue projection assumes enrollment (credit hours) of 81,000 credits for the year, an increase from 72,500 credits for the current fiscal year.

	<u><i>Amount</i></u>
1. Budgeted expenditures which personally benefit the president	\$0
2. Budgeted expenditures for renovations or repairs of President's office	\$0
3. Budgeted expenditures for individual's membership dues in excess of \$500 for employees other than the President and for amounts in excess of \$1,000 for the president (except for fees or dues associated with professional organizations that directly advance the institution's mission)	\$0
4. Budgeted expenditures for trustee travel	\$8,000
5. Budgeted expenditures for entertainment of guests in President's home	\$0
6. Budgeted expenditures for possible (potential) moving costs	\$10,728
7. Budgeted expenditures for purchase or lease of motor vehicles (for use by the President or other college employees) and housing allowance	\$30,500
8. Employee attendance at charitable dinner or event	\$5,000
9. Employee and student morale and recognition	\$10,000

Holyoke Community College			
FY 2026 Budget Summary			
		<u>FY 2026</u>	<u>FY 2025</u>
		<u>Budget</u>	<u>Budget</u>
REVENUES			
Revenues Supporting Trust Fund Appropriations			
State Appropriation		41,000,000	27,127,638
State Appropriation Fringe Benefits			11,778,000
Tuition & Fees		19,500,000	16,900,000
College Store		100,000	100,000
Administrative Allowance		700,000	700,000
Business & Community Service		1,700,000	1,700,000
Reserve Draw			
Foundation Funded Positions		290,000	290,000
Total Revenues		63,290,000	58,595,638
EXPENDITURES			
EXPENDITURE DETAIL - Trust			
Fund & State Appropriations			
President's Office			
President	1001	873,051	810,090
Accreditation	1002	23,000	23,000
Total - President		896,051	833,090
People, Culture and Equity			
Affirmative Action	1003	354,386	235,472
Equity, Diversity, & Inclusion	1011	301,684	260,675
Human Resources	5009	1,369,453	740,175
AFSCME Professional Dev.	5009A	8,200	8,200
Security	5111	1,502,298	1,222,684
Total - People, Culture and Equity		3,536,022	2,467,206
Academic Affairs			
VP FOR ACADEMIC & STUDENT AFFAIRS			
Institutional Research	1004	820,771	807,980
Center for Excellence	1009	75,604	75,480
VP for Academic/Student Affairs	2001	1,133,116	941,311
Asst. V.P. Academic & Student Affairs	2002	284,795	290,571
Assessment	2011	1,032,286	1,001,352
El Centro	25012	672,274	567,540

Academic Support	6002	1,054,981	987,159
English as a Second Language Support	6008	412,237	370,644
Student Support	6016	5,000	5,000
Commencement	2022	131,266	132,266
Hispanic Leadership Committee	25013	5,000	5,000
Env. Science & Technology	2204	316,391	259,314
STEM Administration	2410	512,762	490,871
Anatomy & Physiology	2412	234,112	280,342
Chemistry	2414	281,963	187,066
Computer Information -STEM	2415	211,860	163,311
Center for Life Sciences	2416	177,833	194,502
Engineering	2417	241,347	287,132
General Biology	2418	1,247,192	1,035,535
Mathematics	2419	1,238,918	1,328,540
Physics/Astronomy	2420	285,115	259,001
Plant Science	2421	4,100	16,294
Sustainability Studies	2423	1,500	1,500
Zoology	2424	3,225	3,225
Forensic Science	2425	90,779	117,266
Arts & Humanities Administration	2301	546,633	506,595
Art	2302	619,572	662,109
Art Gallery	2303	24,729	24,729
Deaf Studies	2304	161,964	169,559
English	2306	1,958,586	1,847,856
Language Studies	23090	248,574	285,019
AESL	23091	292,525	306,690
Music	2310	564,376	468,422
Jazz Festival	2312	8,300	9,113
Music Instruction	2313	78,082	65,037
Speech Theater	2314	4,314	0
Comm/Media/Theater	23140	743,332	745,252
Theater Activities	23141	23,100	23,100
Honors	2003	20,542	42,765
Service Learning	2005	7,197	25,320
Learning Communities	2007	11,734	27,212
Child Watch Center FY 2023 funded w/HEERF	2200	303,948	300,455
Education	2203	549,686	405,690
Criminal Justice	2501	338,759	372,650
Human Services	2502	369,772	296,735
Integrative Learning Admin	2503	153,189	134,195
Critical Social Thought	2505	1,393,218	1,228,146
Psychology	2506	712,051	621,606
Business	2101	942,311	906,708
Practical Nursing	2206	297,788	293,174
Medical Assisting	2207	9,424	0
Radiologic Technician	2210	343,759	313,672
Nursing	2211	2,112,241	1,936,252
Foundations of Health	2212	432,980	482,688

Health & Sciences Division	2213	678,473	526,355
Veterinary & Animal	2422	503,076	513,128
Culinary	2105	746,261	821,856
LIBRARY			
Library	2701	1,079,725	1,008,728
Total Academic Affairs		26,754,648	25,179,018
Student Affairs			
Student Affairs Administration	6001	875,606	439,962
Admissions	6003	2,048,997	1,750,512
Athletics	6005	655,323	645,634
Co-op & Career Programs	6006	0	0
Office for Students with Disabilities/D	6007	1,414,083	1,291,044
Financial Aid	6009	1,480,247	1,297,515
Advising Center	6011	1,319,701	1,015,446
Student Records	6012	951,501	784,741
Dual Enrollment	6017	370,881	352,929
Transitions	6019	0	0
Assessment Center	6021	56,035	56,035
Thrive Center	6022	156,320	141,549
Student Development Admin	6030	0	0
HCC Grant	6050	250,000	500,000
Student Activities	6101	252,872	241,791
Total Student Affairs		9,831,566	8,517,158
Institutional Advancement			
Institutional Advancement	7001	1,330,096	1,214,963
Marketing and Communications	7004	1,786,276	1,744,530
External Development	7005	346,107	474,734
Total Institutional Advance.		3,462,480	3,434,227
Administration & Finance			
Ombuds Office	1008	0	66,266
Information Technology	3001	3,882,840	3,482,207
Vice President for Admin. & Fin.	5001	334,611	383,756
Educational Assistance	5002	0	0
A&F Admin	5503	0	
Business Office	5004	2,012,270	2,019,265
Business Services	5005	443,258	428,727
Facilities Use	5008	0	0
Bursar Office	5021	1,102,054	1,075,520
Facilities Administration	5101	445,729	431,765

Building Maintenance	5102	1,340,838	1,286,918
Custodial	5104	2,417,171	2,259,009
Power Plant	5110	1,685,902	1,624,520
Special Projects (designated)	5112	0	0
Envrionmental Compliance	5113	35,508	35,508
College Store	8002	123,673	104,030
Total Administration & Finance		13,823,855	13,197,491
Central Accounts			
TRUST FUND CENTRAL ACCTS.			
Position Vacancy, Salary + Benefits	5501	0	0
Central Administrative Expenses	5502	1,491,489	1,573,727
Total Central Accounts		1,491,489	1,573,727
Bus.&Com. Affairs			
Gateway to College	4560	624,945	576,751
Culinary Operations	2106	292,032	292,032
Food Truck	2110	35,062	85,346
Cent. For Bus. & Prof. Dev.	4101	573,627	545,373
SNAP Outreach	4121	96,586	83,363
Match Learn to Earn Grant	41012	9,813	8,470
Testing & WorkforceCertification	4109	53,266	53,266
SNAP E&T	4120	81,523	68,295
Community Services	4301	207,536	219,466
Adult Basic Education/ESOL	4302	300,926	292,025
ALC Juntos 340 Match	43021	44,016	42,734
STCC Federal Match	43022	92,626	83,583
STCC State Match	43023	21,675	20,648
Match - Transition	43024	29,669	32,405
Match - ALC Juntos	43025	34,944	38,166
V.P. for Business & Com. Affairs	4401	521,668	546,001
Match ALC Juntos 340	44021	0	
Picknelly Family & Adult Ed Center	4460	473,975	405,797
Total Business & Com. Affairs		3,493,890	3,393,721
Total Trust Fund & State		63,290,000	58,595,638

2. Move that the Board of Trustees approve the balanced FY 2026 budget as presented. The budget includes general operating trust funds and the auxiliary enterprise funds as presented with the express approval of all purchases and to authorize the President.

Roll Call Vote for Approval of the balanced FY 2026 Budget.

A motion was made by Trustee Rosa and seconded by Trustee McGee to accept the balanced FY 2026 budget as presented. The budget includes general operating trust funds and the auxiliary enterprise funds as presented with the express approval of all purchases and to authorize the President.

YES: Sonia Dinnall, Julius Dixon, Todd McGee, Evan Plotkin, Nayroby Rosa, and Chair Vanessa Smith.

- XI. Report of the Chair
Chair Smith acknowledged and thanked all of the committees and the achievements of Student Trustee for attendance, and acknowledged the final meeting with Dr. Sharale Mathis and thanked her for her partnership and collaboration.
- XII. President's Report
President Timmons thanked Dr. Sharale Mathis as well and told her to stay in touch.
- XIII. Adjournment

Roll Call Vote for Adjournment

A motion to adjourn was made by Trustee Dixon and seconded by Trustee Rosa to adjourn the 439th meeting of the Holyoke Community College Board of Trustees at 8:55 am.

YES: Sonia Dinnall, Julius Dixon, Todd McGee, Evan Plotkin, Nayroby Rosa, and Chair Vanessa Smith.

**HOLYOKE COMMUNITY COLLEGE
OFFICE OF THE PRESIDENT**

MEMORANDUM

TO: Board of Trustees

FROM: Dr. George Timmons, President

DATE: May 27, 2025

SUBJECT: Personnel Updates

Non-Unit Professional Appointments

Name	Title/Area/Funding	Date of Hire
Natalia Castagno	Assistant Director of Alumni Relations/Institution Advancement State Funded	06/10/2025
Linda Chavers	Director of Restorative Practices and Mediation/ People, Culture & Equity/State Funded	07/09/2025
Jacqueline Robles	Executive Director of Community Safety/Chief of Police Campus Safety/State Funded	05/04/2025
Megan Pereira	Assistant Director of Foundation & Government Grants/ Resource Development/State Funded	04/07/2025

Non-Unit Professional Appointment

Name	Title/Area/Funding	Period of Appointment
Bonnie Mannix	Acting Associate Dean for Business, Science, Technology, Engineering, and Math/State Funded	05/11/2025 - 05/10/2026

Non-Unit Professionals – Discontinuation of Appointments

Name	Title/Area/Funding	Appointment End Date
Leynisha Shoemaker	Director of Labor Relations/People and Talent/ State Funded	04/25/2025
Rejoyce Owusu	Assistant Vice President of People and Talent / People and Talent/State Funded	01/31/2025

MCCC Faculty Appointment – Academic Year 2025-2026 – State Funded

Name	Title/Area
Monica Vega-Gonzalez	Assistant Professor of Spanish/Social Sciences, Arts & Humanities

SUGGESTED MOTION: To approve the personnel actions listed above for the above Non-Unit Professional Staff and MCCC Unit Faculty.

**HOLYOKE COMMUNITY COLLEGE
OFFICE OF THE PRESIDENT**

MEMORANDUM

TO: The Board of Trustees

FROM: George Timmons, President

DATE: May 27, 2025

SUBJECT: Reappointment & Appointment of Department Chairs/Curriculum Coordinator/Program Coordinators for 2025-2026 Academic Year

In accordance with the terms of Article XX of the Collective Bargaining Agreement between the Board of Higher Education and the MCCC/MTA, I am recommending that the following faculty be reappointed/ appointed as department chairs/curriculum coordinator/program coordinators for the 2025-2026 academic year:

Appointments:

Language & Latinx Studies – Raul Gutierrez (Chair)	
--	--

Reappointments:

Academic ESL – Unyierie Idem (Chair)	English- Sarah Gilleman (DE ENG Coordinator)
ADN/RN- Karyn Briand	Environmental Science– Laurel Carpenter (Chair)
ASN- Karyn Briand (Chair)	Foundations of Health – Elizabeth Hayward-Jansen (Chair)
Biology – Greg Toulson (Course Coordinator)	Honors Program –Jessica Hill (Program Coordinator)
Biology – Kevin Wentworth (Chair)	Human Services – Donna Rowe (Chair)
Biotech – Emily Rabinsky (Program Coordinator)	Learning Communities – Raul Gutierrez (Program Coordinator)
Business Administration – Klara Karol (Chair)	Mathematics – Nathan Mercer (Associate Chair)
Communication, Media & Theatre Arts – Tim Cochran (Chair)	Mathematics – Cathy Dillard (Developmental Math Coordinator)
Community-Based Learning Program – Vanessa Martinez (Program Coordinator)	Mathematics – Rebecca Targove (Chair)
Critical Social Thought – Maura Henry (Chair) & Tracy Ross - Sociology (Program Coordinator)	Music – Elissa Brill Pashkin (Chair)
Criminal Justice – Adina Giannelli (Chair)	Physical Sciences – Juan Burwell (Chair)
Culinary Arts – Tracy Carter (Chair)	Practical Nursing – Tina Jacques (Chair)
Deaf Studies – Claire Sanders (Chair)	Psychology – Michelle Williams (Chair)
Education – Charlene Cross (Chair and Early Childhood Education Program Curriculum Coordinator)	Psychology – Terri Kinstle (Program Coordinator)
Education – April Graziano (Elementary & Secondary Education Program Coordinator)	Radiologic Technology – Mary Beth Buckley (Chair)
Engineering – Thomas Barrup (Chair)	Veterinary Science – Jennifer “Kip” York (Chair)
English – Jane Burkhardt (Co-Chair & Curriculum Coordinator)	Visual Art – Felice Caivano (Chair)
English – Elizabeth Trobaugh (Chair)	

SUGGESTED MOTION:

To approve the recommendations for reappointments and appointments of program/work area department chairs.

BOARD OF TRUSTEES BOARD ENGAGEMENT OPPORTUNITIES - FY 2024/2025

JUNE 2025

BOT Summer Retreat-June 25 and 26, 2025

D-Hotel and Delaney House, Holyoke, MA


Respectfully submitted,

Michele L. Mariani

Board Liaison, Board of Trustees

(Not Present)

Approved: Ivonne Vidal
Secretary, Board of Trustees

 Initial 9/12/2025

Approved: Vanessa L. Smith
Chair, Board of Trustees