



## Board of Trustees Meeting Minutes

Holyoke Community College

March 25, 2025 at 8:00 AM EST

Remote and In Person, Frost 309 Conference Room

### Attendance

#### **Trustees Present:**

Julius Dixon, Ted Hebert, Ivonne Vidal, and Interim Chair Vanessa Smith

#### **Trustees Remote:**

Charles Epstein, Todd McGee, Evan Plotkin, and Nayroby Rosa

#### **Trustees Absent:**

Sonia Dinnall, Yolanda Johnson

#### **In Person Guests:**

Michele Mariani, Sharale Mathis, William Reyes-Cubides, Narayan Sampath, Renee Tastad, George Timmons, Rebecca Townsend, and Marlowe Washington

#### **Remote Guests:**

Pesha Black, Beth Breton, Karen Desjeans, Veena Dhankher, Kermit Dunkelberg, Jeffrey Hayden, Liza Hurley, Anna Marie Hernandez, Mark Hudgik, Jennifer Kerr, Oscar Lanza-Galindo, Johanna Lebron, Lauren LeClair, Irma Medina, Amanda Sbriscia, Jane Vottero, Sandra Womeldorf

### MEETING

- I. Call to Order: Interim Chair Smith called the 436<sup>th</sup> meeting of the Holyoke Community College Board of Trustees to order at 8:05 am.

- II. Roll Call

#### **Roll Call Vote:**

YES: Julius Dixon, Charles Epstein, Ted Hebert, Todd McGee, Evan Plotkin, Nayroby Rosa, Ivonne Vidal (via Zoom), and Interim Chair Vanessa Smith.

Ivonne Vidal entered in-person at 8:16 am.

Interim Chair Smith welcomed everyone.

- III. Consent Agenda

- A. Consideration of the Minutes for the Board of Trustees Meeting of February 25, 2025. (Note: Minor stylistic changes made, nothing to change the substance).
- B. Report of Personnel Actions dated March 25, 2025 (*See attached*).
- C. Report of Recommendation of Tenure dated March 25, 2025 (*See attached*).
- D. To empower the President of the College to approve all personnel actions prior to the next meeting.

#### **Roll Call Vote for Consent Agenda**

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

YES: Julius Dixon, Charles Epstein, Ted Hebert, Todd McGee, Evan Plotkin, Nayroby Rosa, Ivonne Vidal and Interim Chair Vanessa Smith.

IV. Audit and Finance Committee Report-Trustee Epstein and VP Sampath  
A. Second Quarter Revenue/Expense Report (Memo below).

**HOLYOKE COMMUNITY COLLEGE  
OFFICE OF THE COMPTROLLER  
M E M O R A N D U M**

**TO:** Trustee Finance Committee  
**FROM:** Narayan Sampath, CFO/Vice President Administration & Finance  
**DATE:** January 7, 2025

**SUBJECT:** Second Quarter Statement of Revenues and Expenses (FY 2025)

Attached is the second quarter statement of revenues and expenses for both our state maintenance appropriation and college trust funds covering the period October 1, 2024 through December 31, 2024. I hereby certify that to the best of knowledge and belief all funds expended were in compliance with the rules and regulations for trust funds and state finance law.

**Financial Highlights - Overall, total revenues are 5.86% favorable (up \$2,077,932) and total expenses are 2.88% unfavorable (up \$815,768) compared to the same period in the prior year. The revenue increase is primarily due to an increase in tuition revenue. Compared to the prior Fall 2023, current Fall 2024 headcount and FTE is up 13.3% and 10.8%, respectively. The increase in expense was primarily due to compensation and benefits.**

**Tuition and Fee (T&F) revenue** is 12% or \$1,869,173 favorable compared to the prior year for the second quarter. In addition to the enrollment increase, the per credit fee increase of \$10 per credit hour contributed to the favorable results. The FY24 T&F budget is \$16,900,000; \$2,838,818 or 20% higher than prior year.

**State Unrestricted Appropriation** reflects an increase of .21% or \$41,160. The State Appropriation is budgeted at \$38,905,638.

**Gifts, Grants and Contract revenue** is unbudgeted and not reflected in the Statement of Revenues and Expenses. Revenue for the second quarter year to date is \$10,430,430 or \$61,686 higher than prior year.

**Business and Community Services revenue** is favorable to the prior year by \$225,677 or 83%. The favorable results are primarily due to the timing of Gateway to College revenue. Revenue is currently at 25% of budget.

**Administrative Allowance revenue** which is derived from indirect cost recovery from grant activity is unfavorable to prior year by \$64,572 or 27%. This is primarily due to timing.

**Auxiliary enterprises revenue (bookstore)** is favorable to the prior year, increasing \$6,494. The college executed a new contract with eCampus.com which is an online bookstore that also has a limited presence on the campus. The increased revenue is due to sales of supply inventory maintained by the college.

**Compensation and Benefit expense** is 4.48 % or \$1,000,793 unfavorable to the prior year. This is primarily due to an increase in Non-Unit Professional and Classified Unit Staff expense as well as Adjunct Faculty and Part Time Non-Benefitted Contracts. Second quarter results are coming in at 50.88% of budget.

**Supplies and Services** is 3% or \$188,777 favorable to prior year and is tracking at 46% of budget. This decrease is primarily due to a reduction in facilities infrastructure projects expense as well as a reduction in consulting services, temporary employees and ITD professionals.

**Scholarship and Fellowship expenditure** is favorable by 19.61% or \$66,800 due to a reduction in Gateway to College and HCC scholarships. We anticipate this expense to be on budget for the full year.

**Recommended Motion:** *Move that the Finance Committee recommend to the Board of Trustees to approve the Second Quarter Statement of Revenue and Expenses as presented.*

cc: President George Timmons

**QUARTERLY STATEMENT OF TRUST FUND AND STATE MAINTENANCE APPROPRIATION REVENUE AND EXPENSES**  
 Second Quarter FY 2025 (October 1, 2024- December 31, 2024)

	Annual Budget	Current Year - 2025			Percent of Budget	Prior Year - 2024			Percentage Inc./Dec.	
		Trust Funds	State Approp.	Total		Trust Funds	State Approp.	Total		
<b>Revenues:</b>										
State Appropriation	38,905,638		19,473,461	19,473,461	50.05%		19,432,301	19,432,301	0.21%	41,160
Tuition and Fees	16,900,000	17,392,823		17,392,823	102.92%	15,523,650		15,523,650	12.04%	1,869,173
Business and Community Service	1,700,000	487,252		487,252	28.25%	271,575		271,575	83.10%	225,677
Administrative Allowance	700,000	175,359		175,359	25.05%	239,931		239,931	(26.91%)	(64,572)
Foundation Contribution	290,000									0
<b>Total educational and general revenues</b>	<b>38,495,638</b>	<b>18,065,434</b>	<b>19,473,461</b>	<b>37,538,895</b>	<b>64.17%</b>	<b>16,035,156</b>	<b>19,432,301</b>	<b>35,467,457</b>	<b>5.84%</b>	<b>2,071,438</b>
Auxiliary enterprises (Bookstore)	100,000	6,484		6,484	6.48%	0		0	N/A	6,484
<b>Total Revenues</b>	<b>58,595,638</b>	<b>18,071,928</b>	<b>19,473,461</b>	<b>37,545,389</b>	<b>64.08%</b>	<b>16,035,156</b>	<b>19,432,301</b>	<b>35,467,457</b>	<b>5.86%</b>	<b>2,077,932</b>
<b>Expenditures:</b>										
Compensation and Benefits	45,845,527	4,185,366	19,143,122	23,328,488	50.88%	3,345,792	18,961,903	22,327,695	4.48%	1,000,793
Supplies and Services	11,803,081	5,154,550	330,339	5,484,889	46.47%	5,223,268	420,398	5,673,666	(3.33%)	(188,777)
Scholarship	843,000	273,840		273,840	32.48%	340,640		340,640	(19.61%)	(66,800)
<b>Total educational and general expenditures</b>	<b>58,491,608</b>	<b>9,613,756</b>	<b>19,473,461</b>	<b>29,087,217</b>	<b>49.73%</b>	<b>8,909,700</b>	<b>19,432,301</b>	<b>28,342,001</b>	<b>2.63%</b>	<b>745,216</b>
Compensation and Benefits	87,030	46,419		46,419	53.34%	0		0	N/A	46,419
Supplies and Services	17,000	24,133		24,133	141.96%	0		0	N/A	24,133
Scholarship	0	0		0	N/A	0		0	N/A	0
Total Auxiliary enterprises (Bookstore)	104,030	70,552		70,552	67.82%	0		0	N/A	70,552
<b>Total Expenditures</b>	<b>58,595,638</b>	<b>9,684,308</b>	<b>19,473,461</b>	<b>29,157,769</b>	<b>49.76%</b>	<b>8,909,700</b>	<b>19,432,301</b>	<b>28,342,001</b>	<b>2.88%</b>	<b>815,768</b>

- B. Motion to recommend to the Board a 1.93% increase in the Educational Service Fee, Semester Fee and all additional required course fees effective July 1, 2025.
- Vice President Sampath presented the following presentation and then a discussion was held regarding fees for the next academic year.



Fiscal Year 2026 (July 2025 to June 2026)  
Fee Discussion

HOLYOKE  
COMMUNITY  
COLLEGE

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Community College is “free”, so why are we talking  
about fees???

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### Spring 2025 Enrollment Quick Facts

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- Number of students enrolled in Spring 2025 has increased by 10.9% compared to Spring 2024.
- Spring 2025 FTE has increased by 11.5% from Spring 2024.
- Total of 34,827 credits this semester. We will exceed our target of 72,500 credits for the academic year
- 73% of students are part-time.
- 13% (519) students are dual-enrolled.
- 18% of students have a documented disability.
- 34% of students self-identified as Hispanic
- 41% of students are 25 or older (Adult students) compared to 34% in Spring 2023

**Increased Enrollment Requires Increased Investment to Maintain and Improve Retention and Completion! Year over year operational budget increase of 13%**

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### Fee Setting Process

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- Tuition is set by the State
- Fees are approved by the Board of Trustees
- Recommendation made by the Audit and Finance committee
- Input from:
  - Budget Advisory Committee: March 5, 2025
  - Student Senate: March 6, 2026
  - Audit and Finance Committee, March 13, 2025

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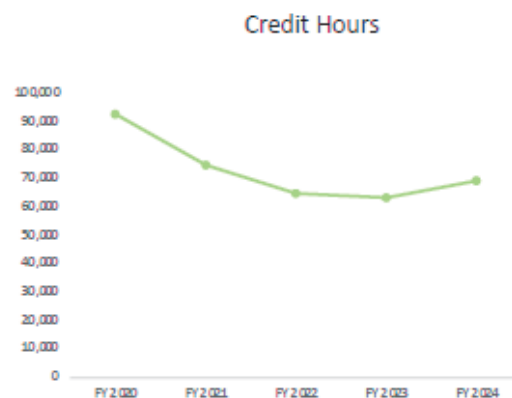
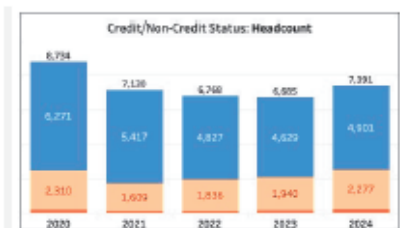
## Different Types of fees

- Tuition set by the State (DHE): \$24 per credit
  - \$24/cr for courses taught by full time faculty paid from State Appropriation
  - Remitted to the Commonwealth.
  - Has not changed in decades
- Educational Service Fee: Currently, \$213 per credit and Semester fee: \$150
  - Student support. Example: Athletics, Bus Passes, Student directed clubs and associations
  - Institutional Financial Aid
  - Technology, Hotspots and Chromebooks/Laptops for any student that needs it
  - College Operations
- Lab Fees
- Health Insurance if applicable (pass through negotiated statewide)

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## Credit/FTE and Headcount Trends



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## Financial Aid/Pell Grants

### 2024-25 Award Year

The maximum Federal Pell Grant award is \$7,395 for the 2024-25 award year (July 1, 2024, to June 30, 2025).

The amount you get, though, will depend on

- your [Student Aid Index](#) (based on your FAFSA form),
- the cost of attendance (determined by your school for your specific program),
- your status as a full-time or part-time student, and
- your plans to attend school for a full [academic year](#) or less.

### Pell Eligible Student Profile: Fall

Enrollment, Credits Registered & FTE					
	2019	2021	2022	2023	2024
Total Enrolled	1,768	1,416	1,426	1,496	2,325
Total Credits Registered	17,115	13,881	13,898	16,462	19,899
Average Credits Registered	9.7	9.7	9.7	9.7	9.4
FTE	1,143.8	925.4	926.5	1,097.5	1,323.9

Pell Eligible students enrolled/credits registered/FTE					
	2019	2021	2022	2023	2024
% of all enrolled	43%	38%	40%	45%	50%
% of all credits registered	45%	42%	42%	51%	52%
% of overall FTE	45%	42%	42%	51%	52%

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## Federal/State Grants and Scholarships

Mass Grant Plus	State	\$349,369.70
MassReconnect	State	\$971,757.62
Masseducate	State	\$2,642,255.75
HCC Educational Access Grant	Institution	\$220,536.00
Pell Grant	Federal	\$9,338,000.00
Supplemental Education Grant	Federal	\$144,800.00
Financial Aid Tuition Waiver	State	\$298,481.00
Mass Grant Fall	State	\$385,001.00
Early Childhood Educators Scholarship	State	\$20,650.00
Gear Up Scholarship	State	\$3,600.00
Massachusetts High Demand Scholarship	State	\$50,000.00
Paraprofessional Grant	State	\$2,100.00
Cash Grant	State	\$579,612.00
Mass Grant Spring	State	\$320,900.00
		\$15,327,063.07

### What are MassEducate and MassReconnect?

**MassEducate** and **MassReconnect** allow Massachusetts residents who have not yet earned a bachelor's degree to attend any of the state's 15 community colleges and pay **no tuition or fees**. Both programs include an allowance for books and supplies for certain students.

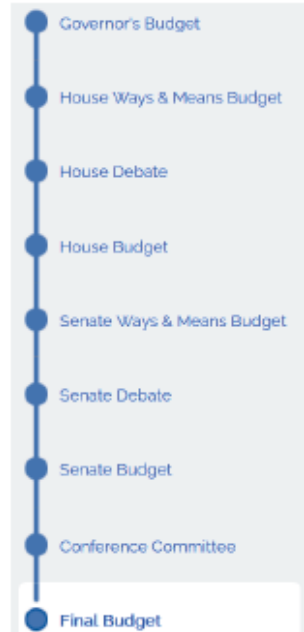
MassEducate	MassReconnect
For any student with no previously earned bachelor's degree	For students 25 and older with no previously earned associate or bachelor's degree
Covers all course-related tuition and fees for eligible courses	Covers all course-related tuition and fees for eligible courses
Provides an allowance of up to \$1200 per academic year towards books, supplies, and other expenses, based on household income.*	Provides an allowance of up to \$800 per semester towards books and supplies, regardless of household income.*

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## State Budget Process and FY'26 Appropriations

Announced on January 22, 2025



Line Item	Name	FY25 H2	FY25 GAA	FY26 H1	FY26 H1 vs FY25 GAA
T903-0100	Berkshire Community College	\$14,840,522	\$14,840,522	\$15,771,576	0%
T903-0100	Bristol Community College	\$30,322,651	\$30,620,080	\$30,581,345	0%
T913-0100	Bunker Hill Community College	\$36,950,151	\$36,950,150	\$36,685,532	7%
T904-0100	Cape Cod Community College	\$16,625,106	\$16,625,106	\$17,630,517	7%
T905-0100	Greenfield Community College	\$14,487,638	\$14,487,638	\$15,345,250	0%
T906-0100	Holyoke Community College	\$27,127,639	\$27,127,639	\$28,942,211	0%
T907-0100	Massachusetts Bay Community College	\$21,839,616	\$21,839,616	\$23,170,334	0%
T908-0100	Massachusetts Community College	\$26,945,044	\$26,945,044	\$28,742,739	0%
T909-0100	Middlesex Community College	\$21,969,617	\$21,969,617	\$23,664,330	0%
T909-0100	Mount Wachusett Community College	\$20,194,687	\$20,194,687	\$21,759,857	0%
T909-0100	Bay State Community College	\$150,000	\$150,000	\$150,000	0%
T911-0100	North Shore Community College	\$29,306,676	\$29,306,676	\$31,279,941	7%
T915-0100	Northern Essex Community College	\$26,959,656	\$26,959,656	\$28,360,577	0%
T912-0100	Quinnipiac Community College	\$26,594,745	\$26,594,745	\$27,834,679	0%
T919-0100	Roxbury Community College	\$14,917,280	\$14,917,280	\$16,284,518	0%

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## Fiscal Year 2026 Outlook

### •National uncertainty could impact:

- PELL
- Various programs across the college

### •State:

- Fair Share Trend
- Revenue

### •Nominal increases in base appropriations

### •Hiring Challenges:

- Filling vacant faculty positions to address increase in enrollment.
- Common pool of adjuncts

### •Initial Guidance:

- EEC Budget: reduced by 40% of \$3M
- STEM Starter down 40% or \$1.6M
- No Performance Based funding. We typically receive about \$750K a year
- SUCCESS: Level Funding at \$14M

### •Capital and Deferred Maintenance

- \$125M in capital funding, majority to UMass system and the rest is split between State U's and CC's.
- BRIGHT Act

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## How Do We Compare With Other Community Colleges?

	Annual Fees	% Increase from previous year
Berkshire Community College	\$7,260	4%
Northern Essex Community College	\$8,310	4%
Bunker Hill Community College	\$7,710	12%
Roxbury Community College	\$7,680	4%
Mt. Wachusett Community College	\$7,600	3%
Quinsigamond Community College	\$7,600	5%
Middlesex Community College	\$7,560	0%
Cape Cod Community College	\$7,500	5%
Community Colleges	\$7,447	4%
Holyoke Community College	\$7,410	3%
Bristol Community College	\$7,364	5%
Springfield Technical Community College	\$7,324	7%
Mass Bay Community College	\$7,320	4%
Greenfield Community College	\$7,232	0%
North Shore Community College	\$6,790	0%
Massasoit Community College	\$6,720	0%
University of Massachusetts*	\$17,005	2%
State Universities*	\$12,097	3%

30 credits per academic year.

<https://www.mass.edu/datacenter/tuition/AppendixTuitionFeesWeight7.asp>

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## Guidance

provided further, that tuition and fees at public community colleges shall not increase more than the lesser of: (1) the ratio of the value of the implicit price deflator for state and local government purchases in the third quarter of the prior fiscal year to its value in the third quarter of the fiscal year 2 years prior;

The implicit price deflator is the ratio of current dollar gross domestic product (GDP) to constant dollar GDP for state and local governments. The ratio is used to account for the effects of inflation.

LESSER of the change in the implicit price deflator for state and local government year over year, or 4.5%.

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## Guidance

Table 1.1.9. Implicit Price Deflators for Gross Domestic Product

(Index numbers, 2017=100) Seasonally adjusted

Last Released February 21, 2025 - Next Release Date March 21, 2025



Line		2022				2023				2024			
		Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
14	Change in private inventories	---	---	---	---	---	---	---	---	---	---	---	---
15	Net exports of goods and services	---	---	---	---	---	---	---	---	---	---	---	---
16	Exports	120.697	126.208	123.241	121.371	121.333	120.223	121.439	129.791	121.523	122.337	122.064	122.188
17	Goods	122.996	129.795	125.038	121.966	123.434	118.498	119.739	118.718	118.948	119.629	118.723	118.402
18	Services	116.336	119.217	119.931	129.806	122.607	123.230	124.294	124.397	126.150	127.205	128.191	129.996
19	Imports	112.348	115.479	114.096	112.788	112.345	111.041	111.061	111.958	111.796	112.372	112.314	112.268
20	Goods	112.126	115.993	113.367	111.347	110.832	109.043	106.071	106.149	106.649	110.289	110.179	110.110
21	Services	113.030	115.681	116.967	119.018	119.844	119.857	119.851	119.492	121.230	121.083	122.070	121.737
22	Government consumption expenditures and gross investment	118.349	121.673	122.361	123.037	123.112	122.789	123.985	124.399	125.545	126.193	126.946	127.633
23	Federal	112.636	116.690	116.175	117.361	118.602	119.629	120.766	121.896	122.964	123.821	124.573	125.410
24	National defense	113.576	116.308	117.283	118.387	119.432	120.719	122.841	123.498	124.853	125.477	126.096	126.820
25	Nondefense	111.421	112.757	114.743	116.653	117.626	118.229	119.000	119.825	120.784	121.684	122.600	123.596
26	State and local	121.956	126.095	126.278	126.833	125.970	124.797	126.040	126.956	127.234	127.719	128.474	129.067
27	Gross national product	119.038	117.847	118.972	120.071	121.164	121.770	122.679	123.152	124.074	124.853	125.441	---

Suggested citation: U.S. Bureau of Economic Analysis, "Table 1.1.9. Implicit Price Deflators for Gross Domestic Product" (Accessed Tuesday, March 11, 2025).

2024Q3	128.474
2023Q3	126.04
	1.93%
(128.474/126.04)-1	

<https://apps.bea.gov/iTable/?reqid=19&step=3&isuri=1&1921=survey&1903=13>

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## Student Impact

Educational service fee \$213 per credit to \$217 per credit.

7 credits								
Current Rate	\$213	\$150						
	Educational Service Fee	Student Service Fee Per Semester	Credits	Cost Per Semester	Current Cost Per Semester	Increase Per Semester	% Increase	Per Year
	\$24	\$ 217.00	\$ 153.00	7	\$1,840	\$1,809	\$31	1.71%
12 Credits								
	Educational Service Fee	Student Service Fee Per Semester	Credits	Cost Per Semester	Current Cost Per Semester	Increase Per Semester	% Increase	
	\$24	\$ 217.00	\$ 153.00	12	\$3,045	\$3,094	\$51	1.70%
15 credits								
	Educational Service Fee	Student Service Fee Per Semester	Credits	Cost Per Semester	Current Cost Per Semester	Increase Per Semester	% Increase per semester	
	\$24	\$ 217.00	\$ 153.00	15	\$3,768	\$3,705	\$63	1.70%
								\$7,516

Motion: The Audit and Finance committee recommend to the Board a 1.93% increase in the Educational Service Fee, Semester Fee and all additional required course fees effective July 1, 2025.

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# Thank you!

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## Roll Call Vote

A motion was made by Trustee Dixon and seconded by Trustee Plotkin to accept the recommendation of a 1.93% increase in the Educational Service Fee, Semester Fee and all additional required course fees effective July 1, 2025 as presented.

YES: Julius Dixon, Charles Epstein, Ted Hebert, Todd McGee, Evan Plotkin, Nayrobey Rosa, Ivonne Vidal and Interim Chair Vanessa Smith.

## V. Committee Reports

### A. By-Laws and Governance

Trustee Vidal stated that she, along with President Timmons and Trustee Rosa attended the ACCT National Legislative Summit in Washington, DC last week. It was a wonderful opportunity to meet other trustees from other colleges and network with them. Trustee Vidal also stated that the Committee is planning a summer retreat for the Board that will be heavily focused on education for the new trustees, as there's always new ways to understand the role and reshaping ways to do things. Trustees will be working with a consultant from Association of Community College Trustees, and it will be a day and a half retreat to be held at the Delaney House and D-Hotel. More information will be sent in the coming weeks.

### B. Equity Committee

Interim Chair Smith reported that there were no updates. The Committee will be meeting on April 9<sup>th</sup> at 2 pm. Committee members are invited, as well as all Board members.

C. Foundation Board Update

Trustee Hebert stated that he was not present for the meeting. Vice President Amanda Sbriscia gave an update on the HCC Giving Day and that they exceeded their goal of over 500 donors. There was 100% participation from both the Foundation Board of Directors, and the Institutional Advancement Division. An update was given on the scholarship applications and review process. Vice President Sbriscia also stated that the students only need to apply one time with one essay, and the software will connect them to all eligible scholarships.

D. Nominating and Presidential Evaluation Committee

Interim Chair Smith stated that she and Dr. Timmons continue to meet with individuals who may be interested in serving on the board. She noted that a consistent nomination cycle is now being established. Additionally, she mentioned that they will soon begin compiling the presidential evaluation.

E. Strategic Planning Committee

Trustee Rosa reported that they have not met again, and there is nothing new to report.

VI. Report of the Interim Chair

- Interim Chair Smith thanked Trustees Vidal and McGee for joining her and Dr. Timmons at the March 5<sup>th</sup> lunch at the Culinary Arts Institute. It was a great lunch and nice community event.
- She continues to have regular meetings with Dr. Timmons, and those are going well.
- She thanked all trustees who participated in the Together HCC Day of Giving, and stated that unlike the Foundation board, we did not make the target of having everyone contribute that day, but we have the rest of this fiscal year to get 100% participation from the trustees.
- She also stated that there have been a lot of discussions among members about wanting to get to know one another better, so the Summer Retreat will be an opportunity to do that and have some social time.
- She proposed having a board member spotlight at each board meeting as an opportunity for the board to get to know one another and for the HCC community, and Student Trustee Julius Dixon has volunteered to be the first in the April 22<sup>nd</sup> meeting giving a five-minute update.
- She stated that she would be attending the AGB Conference Monday through Wednesday next week in Chicago and will report back at the April meeting.
- Finally, she stated that at the April meeting, Chris Yurko will be present to take photos for the website, so it will be an opportunity to gather in-person.

VII. President's Report

President Timmons gave the following updates:

- The Division of Academic and Student Affairs will participate in a day of Professional Development around assessment activities for faculty and staff on April 2, 2025, with the keynote speaker, Dr. Chris Hakala, professor of Psychology and Director of the Center for Excellence on Teaching, Learning, and Scholarship.
- On March 4<sup>th</sup>, the HCC Foundation's 24-hour Together HCC "Drive to Change Lives" Campaign took place. Over 500 donors gave a total of "\$181,285, with HCC Alumni contributing 37%, Faculty and Staff 30%, friends of the college 19%, parents 5%, and students 5%. Since 2021, the campaign has raised nearly \$1 million to remove barriers to students' success.
- On the state level, the Massachusetts Board of Education recently approved four new strategic goals to guide work over the next five years in service of our overall Equity Goal. This framework will allow the BHE and DHE to remain highly aligned on top priorities and accountable for significant progress toward achieving these goals over the next five years.
- President Timmons and President John Cook, President of STCC, did a joint presentation for the MassHire Hampden County Workforce Board to discuss free community college and the impact

on community colleges and having access and providing opportunity education attainment across Western Massachusetts and its impact on workforce development. It was well-received and had a great discussion on how to get this information out to employers as well as highlighting the fact that employees no longer have to utilize a tuition reimbursement, but looking at other ways to support the employees by providing courses for flexible work schedules to allow employees to upskill in order to remain competitive.

- The upcoming 26<sup>th</sup> Annual HCC Jazz Festival will take place on Friday, March 28, with pianist and composer, Earl MacDonald joining the Amherst Jazz Orchestra and members of the HCC jazz faculty. Great opportunity for engagement.
- President Timmons has presented on the Strategic Plan with the draft themes/frameworks of Strategic Plan 3.0 to the Foundation Board, Student Senate, and the AFSCME Union, as well as on Professional Day and to the Board of Trustees. He also stated that there is a signed contract with a vendor to help facilitate managing the logistics of the strategic planning process and assistance with developing the plan. Next steps would be to work with the vendor to finalize a draft of the timeline and identify and clarify expectations. President Timmons thanked cabinet members and Kris Ricker Choleva and Veena Dankher and the Planning Committee from Shared Governance to get this project initiated.
- President Timmons also gave some updates on collaborations and community engagement, including meeting with several Superintendents of Western Massachusetts (Amherst, Northampton and Ware) to explore ways of enhancing partnerships to be mutually beneficial with conversations around dual enrollment, course offerings, schedule alignment, and ways to engage parents to take advantage of Free community college;
- On February 28<sup>th</sup>, the Massachusetts community college presidents held a joint in-person meeting with the Presidents of UMass campuses to discuss trends and updates from both sectors, scholarships and strategies for Transfer Student Success and met with CAO's to discuss the impact Free Community Colleges are having with regard to financial and staff/faculty capacities;
- President Timmons also had the opportunity to welcome and give an update on the work of the college to AFSCME at their professional development day and how their dedication and actions contribute more to the success of our students and deeply grateful for all the work;
- Also, on March 20, President Timmons, along with VP Jeffrey Hayden met with Anne Kandillis, Director of Springfield Works and had an insightful and thoughtful conversation on how do we support the mission of providing equitable access to the opportunity of livable wages, and in particular, how we can be able to partner with other organizations in the area to develop and support a pipeline of adults from alternative recruiting channels into licensed financial services roles.

#### VIII. Board Engagement Opportunities

Interim Chair Smith gave update on all of the upcoming Board Engagement Opportunities. (See attached).

#### IX. Adjournment

**Roll Call Vote for Adjournment**

A motion to adjourn was made by Trustee Dixon and seconded by Trustee Vidal to adjourn the 436<sup>th</sup> meeting of the Holyoke Community College Board of Trustees at 9:04 am.

YES: Julius Dixon, Charles Epstein, Ted Hebert, Todd McGee, Evan Plotkin, Nayroby Rosa, Ivonne Vidal and Interim Chair Vanessa Smith.



**HOLYOKE COMMUNITY COLLEGE  
OFFICE OF THE PRESIDENT**

**MEMORANDUM**

**TO:** Board of Trustees

**FROM:** Dr. George Timmons, President

**DATE:** March 25, 2025

**SUBJECT:** Personnel Updates

**Non-Unit Professional Appointments**

Name	Title/Area/Funding	Date of Hire
Cassandra Da Silva	Talent Acquisition Coordinator/People and Talent/State Funded	03/30/2025
Walter Pfau	Manager of Student Tech Center/Information Technology/ Grant Funded	02/23/2025

**MCCC Faculty Reappointments (based on Article 11.02 of the MCCC Collective Bargaining Agreement) for the Academic Year 2025 – 2026 (State Funded)**

Name	Title
Karyn Briand	Assistant Professor of Nursing/ADN Program
Michele Cabral	Assistant Professor of Accounting
Tracy Carter	Instructor of Culinary/Baking & Pastry Arts
Ernest Corbin	Instructor of Human Services
Charlene Cross	Instructor of Education
Edgar Fisher	Instructor of Mathematics
Adina Giannelli	Associate Professor of Criminal Justice
Raishad Glover	Instructor of Visual Arts
Joshua Hatch	Assistant Professor of Veterinary & Animal Science
Johanna Kasidi	Assistant Professor of Nursing – ADN Program
Alexandra Loughrey	Instructor of Nursing – ADN Program
Dorothy Shannon	Assistant Professor of Nursing – ADN Program
John Sirois	Assistant Professor of Chemistry
Wendy Tatro	Assistant Professor of Medical Assisting Certificate Program/Coordinator
Cynthia Tetreault	Instructor of Nursing – ADN Program
Loel Tronsky	Assistant Professor of Psychology
Elizabeth Wheeler	Instructor of Nursing

**MCCC Unit Professional Reappointments (based on Article 11.02 of the MCCC Collective Bargaining Agreement) for the period July 1, 2025– June 30, 2026 (State Funded)**

Name	Title/Work Area
Tiffani Ashline	Senior Special Program Coordinator/Student Records
Sintique Carrillo	Senior Special Program Coordinator/El Centro
Althaea Carroll	Senior Special Programs Coordinator/Marketing & Communications
Danielle Clough	Academic Counselor/Admissions

Morgan Curtin	Senior Special Programs Coordinator/ALANA Men in Motion
Ebone Donawa	Recruitment Counselor/Admissions
Heidi Elmer	Learning Specialist Disability Services/Office of Disabilities and Deaf Services
Marilyn Glazer	Senior Special Program Coordinator/ESL
Freddie Hernandez	Special Program Coordinator/ALANA Men in Motion
Kyle Higney	Academic Counselor/Advising Center
Elizabeth Hurley	Academic Coordinator/Admissions
Tina Lengieza	Special Program Coordinator/Student Ambassador Mentorship Program
Sheyla Martinez	Learning Specialist Disability Services/Office of Disabilities and Deaf Services
Sullynette Ortiz	Academic Counselor/El Centro
Benjamin Ostiguy-Finneran	Special Programs Coordinator/THRIVE Center
Lindsey Pare	Coordinator Student Activities/Student Activities
Kim (KL) Pereira	Librarian/Library
Megan Pereira	Grants Writer/Institutional Advancement
Jennifer Rivers	Coordinator of Instructional Technology/Planning Curriculum & Assessment
Angelique Rodriguez	Community/Outreach Counselor/Admissions
Maylene Rodriguez Scott	Senior Financial Aid Counselor/Financial Aid
Diana Rosado	Senior Financial Aid Counselor/Financial Aid
Derick Santos	Special Program Coordinator/Financial Aid
Michael Suckau	Special Programs Coordinator/Health, Education, Culinary Arts & Human Services
Robert Truskowski	Senior Staff Assistant/Planning, Curriculum & Assessment
Miguel Velez	Special Programs Coordinator/ALANA Men in Motion
Dee Westcott	Coordinator of Learning Resources (10-month)/Health, Education, Culinary Arts & Human Services
Kristopher Wiemer	Coordinator of Instructional Technology/Planning, Curriculum & Assessment
Lauren Woodard	Academic Counselor/Advising Center

**MCCC Unit Professional Reappointments (based on Article 11.02 of the MCCC Collective Bargaining Agreement) (Grant Funded) for the period July 1, 2025 – June 30, 2026**

Name	Title/Work Area
Shannon Glenn	Academic Coordinator/Gateway to College
Dionne Walker-McCraven	Special Programs Coordinator/Gateway to College
Momina Sims	Coordinator of Career Planning & Placement/Elaine Marieb New Directions Adult Learner Success Center
Amy Woody	Academic Coordinator/Elaine Marieb New Directions Adult Learner Success

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

**HOLYOKE COMMUNITY COLLEGE  
OFFICE OF THE PRESIDENT**

**MEMORANDUM**

**TO:** Board of Trustees

**FROM:** Dr. George Timmons, President

**DATE:** March 25, 2025

**SUBJECT:** Recommendation for Tenure

In accordance with Article XI of the MCCC/MTA Collective Bargaining Agreement, unit members who serve six full years, at least three years of which have been in that unit member's current job function and have received satisfactory on their most recent summary evaluation may be considered for tenure. Unit members are eligible for the grant of tenure at the beginning of their seventh year of service (Academic Year 2025-2026).

The following faculty is eligible for consideration for the grant of tenure:

***Adina Giannelli - Associate Professor of Criminal Justice***

In concurrence with the Unit Personnel Practices Committee and Dr. Sharale Mathis, Vice President for Academic and Student Affairs, I am pleased to recommend the candidate listed above for tenure.

**SUGGESTED MOTION:** To approve the recommendation for tenure as presented.

## BOARD OF TRUSTEES BOARD ENGAGEMENT OPPORTUNITIES - FY 2024/2025

### APRIL 2025

- April 2, 2025      Assessment Day (8:30am-Details TBD)

### MAY 2025

- May 21, 2025      Celebration of Faculty & Staff (am) and Honors & Awards Night (pm)
- May 31, 2025      **HCC Commencement at MassMutual Center 10-12 pm**

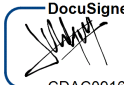
### JUNE 2025

Potential Dates-June 17 and 18, 2025 or June 25 and 26, 2025

Summer Retreat (Details TBD)

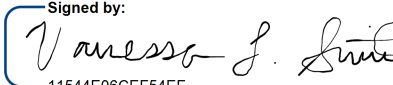
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Respectfully submitted,

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4/22/2025

Ivonne Vidal  
Secretary, Board of Trustees

Signed by:  
 4/23/2025  
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Approved: Vanessa L. Smith  
Interim Board Chair, Board of Trustees