

**HOLYOKE COMMUNITY COLLEGE
BOARD OF TRUSTEES**

Minutes of January 26, 2016

The 345th meeting of the Holyoke Community College Board of Trustees was held on Tuesday, January 26, 2016, in the John T. Hickey Conference Room, Chair Robert W. Gilbert, Jr. presiding.

MEMBERS PRESENT	Lucien Dalton John Ferriter Robert Gilbert Ted Hebert Yolanda Johnson Steven Mitus Suzanne Parker Lucy Perez Evan Plotkin
NOT PRESENT	Julie Pokela, John Vaccaro
ALSO PRESENT	Pam Baran, Louis Barry, Dan Campbell, Karen Desjeans, Mary Dixey, Amy Dopp, Curt Foster, April Graziano, Kathy Hankel, Jeff Hayden, Kim Hicks, Nelson Lopez, William Messner, Marcia Mitchell, Ed Murch, Monica Perez, JoAnne Rome, William Salifu-Tex, Anthony Sbalbi, Idelia Smith, Michele Snizek, Linda Szalankiewicz, Renee Tastad, Yanina Vargas, John Wagner, Chris Yurko
CALL TO ORDER	Chair Robert Gilbert introduced new Trustee Steven Mitus, CFO of Balise Motors and HCC Alumnus. Chair Gilbert called the meeting to order at 8:04 a.m. Chairman Gilbert and Assistant to the President Nelson Lopez presented the Board members with lapel pins that bear HCC's logo to be worn at functions they attend. Senior Staff members will be receiving a pin as well.
APPROVAL OF THE MINUTES	On a motion by Trustee Ferriter and seconded by Trustee Parker, it was VOTED to approve the minutes of the November 2015 meeting as presented.
APPROVAL OF PERSONNEL ACTIONS	President Messner introduced Anthony "Tony" Sbalbi as the newly appointed Dean of Student Services. Tony held the position on an Interim basis prior to his appointment. Interim Director of Public Safety Louis Barry introduced three new Campus Police Officers: William Salifu-Tex, John Wagner, and Selina Ortega (not present). On a motion by Trustee Ferriter and seconded by Trustee Dalton, it was VOTED to approve the appointments and reappointments for the non-unit professional staff members as presented. On a motion by Trustee Parker and seconded by Trustee Ferriter, it was VOTED to empower the President of the College to approve all personnel actions prior to the next meeting.

<p>REPORT OF THE CHAIR</p>	<p>Chair Gilbert provided all of the Trustees with two articles regarding the following: President Obama’s proposal for Free Community College, and new “risk-sharing” bills for student loan default.</p> <ul style="list-style-type: none"> • “Parsing Promises” by Jennifer Stiddard – The article provides details of President Obama’s America’s College Promise proposal, as well as the First Dollar vs. Last Dollar effect on low- to moderate-income students. • “Sharing Isn’t Always Caring” by Jee Hang Lee – Touches upon the notion that colleges should be liable for the actions of students in loan repayment or default. The Association of Community College Trustees (AACT) argues that a proposal of this nature can potentially lead to colleges being penalized for circumstances that are beyond their control. <p>Trustee Ferriter suggests that the articles are great, and also asks that if anybody comes across Podcasts on higher education to please forward that information to the Board.</p> <p>A National Sightlines Report ranks Massachusetts as the worst state nationally in regards to its infrastructure. Sightlines measure the condition(s) of the state’s property, repairs and infrastructure. Massachusetts hasn’t put enough money in its infrastructure as other states have done.</p> <p>Chair Gilbert invited all of the Board members to an EDA Grant Announcement at the Cubit Building on Friday, January 29, 2016 at 10:30am. The college has been awarded nearly \$1.6 million from the Economic Development Administration to renovate the 1st and 2nd floors of the Cubit Building. The site will be home to the college’s new Center for Hospitality and Culinary Excellence.</p>
<p>REPORT OF THE STUDENT SUCCESS & ACCOUNTABILITY COMMITTEE</p>	<p>In December 2015, Trustee Johnson and the SSAC met with Interim VP of Academic Affairs Monica Perez, VP of Student Affairs Yanina Vargas, and Director of college Retention & Completion Programs Michele Snizek to discuss what the SSAC’s goals are and what it would like to accomplish. From that initial meeting, Trustee Johnson acknowledged the great data-sharing between the college and the Board. The following highlight several of the SSAC’s findings, as well as its initial goals:</p> <ul style="list-style-type: none"> • Faculty Engagement (The college staff is really committed). • Align future goals with the colleges’ priorities. • Tackle Remediation (look at data elements) <p>The committee will follow up on this discussion at its next meeting. Chair Gilbert stated that Trustee Johnson’s background and work with Springfield schools is a big plus for the committee.</p>
<p>PRESIDENT’S REPORT</p>	<p>Spring Enrollment – presentation by Dean of Enrollment Management Renee Tastad. Spring enrollment at the college is down. That being said, declining enrollment is affecting all 15 community colleges in Massachusetts. Applications submitted to the college have increased, and the acceptance rate is up by 7%, yet enrollment continues to decrease. The college is working on</p>

	<p>improving the yield between acceptance and enrollment. “With such a wide gap in acceptance and enrolled students, do we know if they enrolled at another college”, asked Trustee Hebert. Using the National Clearinghouse database the office of Institutional Research at HCC can track these students’ enrollment at other colleges and universities. It turns out that these students have not enrolled at another institution. Trustee Ferriter asked if the college is tracking those students that decide to go to work, instead of enrolling at the college after they have been accepted. There is no system currently in place to track these students, but the college will be working on ways to follow up with said students. Trustee Plotkin suggests to the Board that HCC graduates should be tracked, and use their success to highlight the college.</p> <p>HCC is working with Holyoke Public Schools’ receiver Dr. Zrike and his Secondary Design Team (SDT) to assess and improve student performance affecting middle schools and high schools in the city. A large focus will be placed on Dean Tech. H.S. with an emphasis on Dual Enrollment. The goal is to have at least 50% of all high school students in the city enrolled in Dual Enrollment courses. Currently, the college enrolls 15% of Holyoke’s HS graduates. The college is working to increase this number.</p> <p>Energy Conservation – in an effort to lower the college’s costs, the college is working with the Department of Capital Asset Management (DCAM) on measures to update the campus, therefore making it more energy efficient. The college has decided to address nine items that will make the college more energy efficient. Several of the measures are: upgrade to Led lighting, new lighting controls, HVAC DEC to better control the air-flow and climate on campus, low-tech door-weather stripping, installation of a solar preheat water heater at the Bartley Center, rain-water harvest filtration system. Total cost of this project is \$6 million. The state is paying the full total up front. The college will then be responsible for repaying the state just under \$3 million over a period of 20 years.</p>
ADJOURNMENT	The meeting was adjourned at 9:08 a.m.

Respectfully submitted,



Lucien Dalton,
Board of Trustees

Approved: Robert W. Gilbert, Jr., Chair, February 23, 2016

**HOLYOKE COMMUNITY COLLEGE
OFFICE OF THE PRESIDENT**

MEMORANDUM

TO: Board of Trustees
FROM: William F. Messner, President
DATE: February 23, 2016
SUBJECT: Appointments and Reappointments for Faculty and MCCC Unit Professional Staff

UNIT PROFESSIONAL APPOINTMENT – (grant/trust funded)

Erin Schotanus – Senior Special Programs Coordinator - 02/17/16 – 08/31/16

UNIT PROFESSIONAL APPOINTMENT – (trust funded)

Harry Hill – Special Programs Coordinator - 02/22/16 – 06/30/16

FACULTY REAPPOINTMENTS (2016-2017 Academic Year)

Perpetual Agyemang – Assistant Professor of Mathematics
Mahmud Ahmadov – Associate Professor of Mathematics
Thomas Barrup – Instructor of Engineering
Jane Burkhardt – Assistant Professor of English
Michele Cabral – Instructor of Accounting
Garret Cahill – Assistant Professor of Mathematics
Laurel Carpenter – Instructor of Environmental Science
Ellen Cogen – Assistant Professor of Music
Sage Franetovich – Instructor of Biology
Sarah Gilleman – Assistant Professor of English
Joan Giovannini – Instructor of Education
Sheila Gould – Instructor of Education
April Graziano – Assistant Professor of Education
Raul Gutierrez – Instructor of Spanish
Elizabeth Hayward – Instructor of Foundations of Health
Alix Hegeler – Instructor of Visual Arts
Benjamin Hersey – Instructor of English
Jessica Hill – Assistant Professor of Economics
Tara Kavanaugh – Assistant Professor of Nursing – ADN Program
Joseph T. Lavoie – Instructor of Computer Information Systems
Naomi Lesley – Assistant Professor of English
Rebecca Lewis – Assistant Professor of Foundations of Health/Coordinator
Judith Loughrey – Instructor of Nursing – ADN Program
Ellen Majka – Assistant Professor of Business Administration
Armando Pardave – Instructor of Engineering

FACULTY REAPPOINTMENTS (2016-2017 Academic Year)

Emily Rabinsky – Assistant Professor of Biology
Nicholas Schwab – Instructor of Mathematics
Diane Stengle – Associate Professor of Chemistry
Rebecca Targove – Instructor of Mathematics
Jon Ventulett – Assistant Professor of Computer Information Systems
Carolyn Wetzel – Associate Professor of Biology
Michelle Williams – Assistant Professor of Psychology
Steven Winters – Assistant Professor of Earth Science
Karen Woltjen Hines – Assistant Professor of Business Administration
Jessica Zepke – Instructor of Nursing – ADN Program

FACULTY REAPPOINTMENT (grant-funded) (2016-2017 Academic Year)

Janet Grant – Instructor of Foundations of Health/Community Health Coordinator

UNIT PROFESSIONAL REAPPOINTMENTS (07/01/16 – 06/30/17)

Jennifer Adams – Coordinator of Library Services
Sharon Cenedella – Learning Specialist Disability Services
Cathy Clemmitt – Staff Assistant (10-month)
Margaret Downing – Coordinator of Career Planning & Placement
Sarah Gentile – Senior Financial Aid Counselor
Debra Geoffroy – Learning Specialist Disability Services (50%)
Elizabeth Golen – Coordinator of Student Activities
Michael Kowalewski – Coordinator of Instructional Technology
Jennifer Maccarini – Senior Special Programs Coordinator (10-month)
Michelle Sherlin – Coordinator of Forensic Lab (10-month)
Carole Sterritt – Special Programs Coordinator
Kimberlee Straceski – Senior Financial Aid Counselor
Laura Winter – Grants Writer

UNIT PROFESSIONAL REAPPOINTMENTS (trust-funded) (07/01/16 – 06/30/17)

Kevin Bradshaw – Special Programs Coordinator
Bemie Enyong – Senior Special Programs Coordinator (trust/grant)
Elaine Hebert-Dancik- Senior Special Programs Coordinator
Irma Medina – Senior Special Programs Coordinator
Bryn Nowell – Senior Admissions Counselor
Karen Rock – Senior Special Programs Coordinator
Lindsey Rothschild – Coordinator of Instructional Technology
Kimberly Slepchuk – Academic Counselor

UNIT PROFESSIONAL REAPPOINTMENT (grant-funded) (07/01/16 – 06/30/17)

Crystal Colon – Special Programs Coordinator

SUGGESTED MOTION: To approve the appointments and reappointments for the above MCCC Unit Professional Staff and Faculty members.