

**HOLYOKE COMMUNITY COLLEGE
BOARD OF TRUSTEES**

Tuesday, January 26, 2021 – 8:00 a.m. - 9:30 a.m.

Join Zoom Meeting

<https://hcc-edu.zoom.us/j/94457863573>

Meeting ID: 944 5786 3573

Passcode: 449676

One tap mobile

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AGENDA

- 1) Call to Order
- 2) Roll Call
- 3) Consent Agenda
 - Consideration of Minutes for Board of Trustee Meeting of November 24, 2020 (separate attachment)
 - Consideration of Minutes for Executive Session of the Board of Trustee Meeting of October 7, 2020 (separate attachment)
 - Report of Personnel Actions January 26, 2021
 - To empower the President of the College to approve all personnel actions prior to the next meeting.
 - Committee Reports
 - Advocacy
 - Audit and Finance Committee
 - By-Laws and Governance
 - Equity
 - Nominating
 - Presidential Evaluation
 - Strategic Planning
- 4) Financial Update
- 5) Chair's Remarks
- 6) President's Report
 - HCC 75th Anniversary Celebration
 - Other Updates
- 7) Upcoming Events
 - Spring 2021 Semester** – Semester started January 25, 2021
 - Commencement - June 5, 2021, 10:00 am** – Commencement (plans to be determined)
- 8) Adjournment

NEXT SCHEDULED MEETING – TUESDAY, FEBRUARY 23, 2021

There will be an Audit and Finance Committee Meeting immediately following this morning's Board Meeting.

**HOLYOKE COMMUNITY COLLEGE
OFFICE OF THE PRESIDENT**

MEMORANDUM

TO: Board of Trustees

FROM: Dr. Christina Royal, President

DATE: January 26, 2021

SUBJECT: Personnel Updates

Non-Unit Professional Appointments– state/trust funded

Name	Title/Area	Effective Date
Amy Brandt	Dean of Health Sciences & Culinary Arts	January 3, 2021
Olivia Kynard	Affirmative Action Officer/Title IX Coordinator*	January 1, 2021
Johanna Lebron	Bursar, Student Accounts*	January 1, 2021
Adrienne Smith	Dean of Science, Technology, Engineering, and Mathematics*	January 1, 2021
Jeannette Smith	Customer Service Supervisor, Student Accounts*	January 1, 2021
Thomas Stewart	Interim Director of Athletics, Activities and Clubs, Student Services	December 1, 2020
Linda Szalankiewicz	Director of Enterprise Applications, IT	January 3, 2021
Renee Tastad	Assistant Vice President of Student Affairs and Dean of Enrollment Management*	January 1, 2021
Allison Wrobel	Registrar, Student Records*	January 1, 2021

**previously served in the Interim capacity*

MCCC Unit Professional Appointment – trust funded

Name	Title/Area	Date of Hire
Olesya Lebedinskaya	Patient Simulation Technician, Health Sciences	January 3, 2021

Retrenchments

Name	Title/Area	Effective Date
Margaret Downing	Coordinator of Career Planning and Placement, Career Services (MCCC) reassigned to Community Health Worker, Health Sciences	January 3, 2021
Bemie Enyong	Coordinator of Career Planning and Placement, Career Services (MCCC)	December 31, 2020
Sarah Schmidt	Director of PAFEC/Gill Technology Center/Staff in Residence for the Center for Excellence (NUP)	January 31, 2021
Anthony Sbalbi	Dean of Student Services (NUP)	February 28, 2021
Michele Snizek	Director of Retention and Student Success, Student Services (NUP)	February 28, 2021
Tracye Whitfield	Staff Associate, TWO Program, Business and Community Services (NUP)	January 15, 2021

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

COMMITTEE REPORTS

Advocacy

The Advocacy Committee met in December. David Koffman and Tom Sannicandro from the Massachusetts Association of Community College provided the Committee an update of the work they are doing to elevate the financial needs of the community college.

Audit and Finance Committee

The Audit and Finance Committee will be meeting on January 18, 2021.

By-Laws and Governance

The By-Laws and Governance Committee met twice in December and continued working on drafting the new by-laws for the Board. We also started drafting a trustee information handbook to assist existing and new trustees in areas of governance and fiduciary responsibilities. We hope to have a final draft of the by-laws ready for approval soon.

Equity

The Equity Committee met in December to continue their work. The Committee reviewed and discussed feedback from the college community on racism.

Nominating

No Report

Presidential Evaluation

No Report

Strategic Planning

No Report