

HOLYOKE COMMUNITY COLLEGE
BOARD OF TRUSTEES

Tuesday, February 28, 2023 – 8:00 a.m. - 9:30 a.m.

Join Zoom Meeting

<https://hcc-edu.zoom.us/j/92654268009?pwd=U3laMWRraFV4T0xWalRYRjg1WGh1Zz09>

Meeting ID: 926 5426 8009

Passcode: 406047

One tap mobile: +13126266799,,92654268009#,,,,*406047# US (Chicago)

AGENDA

1. Call to Order
2. Roll Call
3. Consent Agenda
 - Consideration of Minute for Board of Trustees Meeting of January 24, 2023 (separate attachment)
 - Consideration of Minutes for Board of Trustees Retreat Meeting of January 12, 2023 (separate attachment)
 - Report of Personnel Actions dated February 28, 2023
 - To approve the personnel actions listed above for the above Non-Unit Professional, MCCC Unit Professional Staff, and Faculty.
 - To empower the President of the College to approve all personal actions prior to the next meeting
 - Committee Reports
 - Advocacy
 - By-Laws and Governance
 - Audit and Finance Committee
 - Equity
 - Nominating
 - Presidential Evaluation Committee
 - Strategic Planning
4. Presidential Search Committee Update
5. Audit and Finance Committee
 - Motion to approve the Single Audit as presented (separate attachment)
 - Motion to approve the Second Quarter Revenue and Expenses Report as presented (separate attachment)
6. Report of the Chair
7. President's Report
 - Equity in Science, Technology, Engineering & Mathematics (STEM) Presentation
 - Other Updates
8. Board Engagement Opportunities (see Page 4)
9. Adjournment

NEXT SCHEDULED MEETING – TUESDAY, FEBRUARY 28, 2023

**HOLYOKE COMMUNITY COLLEGE
OFFICE OF THE PRESIDENT**

MEMORANDUM

TO: Board of Trustees

FROM: Dr. Christina Royal, President

DATE: January 24, 2023

SUBJECT: Personnel Updates

Non-Unit Professional Appointments

Name	Title/Area/Funding	Date of Hire
Laura Freeman	Manager of Stewardship and Donor Relations/Institutional Advancement/State Funded	01/03/23
Kelly Galanis	Manager of Stewardship and Donor Relations/Institutional Advancement/State Funded	01/08/23
Olivia Kynard	Interim Executive Director of Equity, Diversity, and Inclusion (EDI)/Title IX Coordinator/Affirmative Action Officer/President's Office/State Funded	11/13/22
Larissa Nigro	Nurse Aide Program Coordinator/Workforce Development/Grant Funded	01/08/23
Amreen Shaikh	Nurse Aide Program Coordinator/Workforce Development/Grant Funded	12/19/22

Non-Unit Professional Termination

Name	Title/Area/Funding	Date of Term
Gerardo Gauthier-Zayas	Interim AVP of Equity, Diversity and Inclusion/President's Office/State Funded	12/16/22

MCCC Unit Professional Appointments

Name	Title/Area/Funding	Date of Hire
Crysta Ascolillo	Academic Coordinator/Transition to College and Careers/Grant Funded	12/27/22
Derek Estrella	Academic Coordinator/TRIO/STEM-Health Student Support Services/Grant Funded	12/11/22
Justin Wilson-Gabor	Senior Admissions Counselor/Admissions & Onboarding/State Funded	01/03/23

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

COMMITTEE REPORTS

Advocacy

No Report

Audit and Finance

Report on Agenda.

By-Laws and Governance

No Report

Equity

The Committee will be meeting on February 27, 2023 to continue the discussion and work on finalizing the Equity Trainings for the Spring semester for all Trustees.

Nominating

No Report

Presidential Evaluation

No Report

Strategic Planning

No Report.

Board Engagement Opportunities

Spring 2023

For a complete and regularly-updated listing of HCC events, visit us at hcc.edu/events. Additional events celebrating our students and graduates are still being scheduled for spring 2023, and we will keep you informed as details are finalized.

For another way to engage, visit us at hcc.edu/news to read spotlight profiles, stories about HCC's people and programs, a monthly news blog, and more. Share within your networks and on social media.

SUGGESTED ATTENDANCE

GREATER CHICOPEE CHAMBER OF COMMERCE SHINING STARS AWARDS GALA

ALL

DATE: March 3, 2023 at 6 pm – 10:30 pm

LOCATION: Castle of Knights, 1599 Memorial Drive, Chicopee, MA

Holyoke Community College will be honored by the Greater Chicopee Chamber of Commerce as the Non-Profit of Year for 2023 for our work with Chicopee residents. The College will be honored at their upcoming Shining Stars Awards Gala. The College is planning to have one to two tables.

OPEN HOUSE OF THE CENTER FOR HEALTH BUILDING

ALL

DATE: March 8, 2023 from 4 to 7 pm

LOCATION: 404 Jarvis Avenue, Holyoke, MA

Open House at the Center for Health Education and Simulation on Jarvis Ave. This is an open house for enrollment purposes, but the facility will be buzzing with activity and we have been invited to join the fun. Board members can learn more about the space and how HCC is preparing students for careers in healthcare and the health sciences.

ZONTA CLUB OF QUABOAG VALLEY 2023 WOMAN OF THE YEAR AWARD TO PRESIDENT CHRISTINA ROYAL

ALL

DATE: March 13, 2023 at 5 pm – 7:30 pm

LOCATION: Ludlow Country Club, 1 Tony Lema Drive, Ludlow, MA

The Zonta Club of Quaboag Valley will award its first-ever Woman of the Year award to Dr. Christina Royal, president of Holyoke Community College. The College is planning to have one to two tables.

SPRING THEATER PRODUCTION: STOP KISS

DATES: April 13-15, 2023

LOCATION: Leslie Phillips Theater

Stop Kiss by Diana Son is an intimate story about how quickly our lives can change, for better and for worse. Directed by Susanna Apgar.

“TOGETHER HCC” 24-HOUR DAY OF GIVING

ALL

DATE: Tuesday, April 25, 2023

TIME: All day

LOCATION: Online

This 24-hour day of giving is focused on supporting students and programs with gifts of all sizes to the HCC Foundation. Now in its third year, TogetherHCC has been recognized nationally by the Bellwether College Consortium and was selected as the focus of a presentation for the 2022 CASE Conference for Community College Advancement. Watch your email and social media as the day approaches for everything you need to know in order to participate.

A CELEBRATION OF HCC AND PRESIDENT CHRISTINA ROYAL

ALL

DATE: Wednesday, May 3, 2023

TIME: Reception 3 – 5 pm

LOCATION: Campus Center, Details to follow

In recognition of President Christina Royal’s leadership, join us for a community celebration of HCC and all we have accomplished since 2017

HONORS & AWARDS NIGHT

DATE: Wednesday, May 17, 2023

TIME: 6:30 – 8:30 p.m.

LOCATION: TBD

A celebration of students who earned honors and awards for their outstanding achievements during the 2022-2023 academic year.

COMMENCEMENT

ALL

DATE: Saturday, June 3, 2023

TIME: 10:00 a.m.

LOCATION: MassMutual Center, Springfield

More details for members of the Board of Trustees and platform party will be forthcoming.

Springfield Adult Learning Center (SALC) Spring Celebration

DATE: Tuesday, June 6, 2023

TIME: 6:00 p.m.

LOCATION: TBD

The Springfield Adult Learning Center (SALC) offers free day and evening English classes for adults in Massachusetts. Students improve their communication skills for college, careers, and community engagement.

Ludlow Area Adult Learning Center (LAALC) Spring Celebration

DATE: Thursday, June 8, 2023

TIME: 6:30 p.m.

LOCATION: Zoom (link forthcoming)

The Ludlow Area Adult Learning Center (LAALC) provides free instruction in English for Speakers of Other Languages (ESOL). Students also work with an academic and career advisor and build technology skills that provide support for transition to college; workforce development; family literacy, and more.

END OF FISCAL YEAR

DATE: Friday, June 30, 2023

Each year, HCC strives to achieve 100% giving participation among the college's Board of Trustees, Foundation Board of Directors, and Alumni Council. To make a gift before the end of FY23, please visit hcc.edu/donate or contact John Sieracki, Leadership Gift Officer & Manager of Campaign Initiatives, at jsieracki@hcc.edu / (413) 552-2746.