



Board of Trustees Meeting Minutes

October 22, 2024

Holyoke Community College

October 24, 2024 at 8:00 AM EST

Remote and In Person, Frost 309 Conference Room

Attendance

Trustees Present:

Jullius Dixon, Ted Hebert, Naryoby Rosa, Ivonne Vidal and Interim Chair Vanessa Smith

Trustees Remote:

Sonia Dinnall, Charles Epstein, and Eleanor Williams

Trustees Absent:

Yolanda Johnson, Todd McGee, and Evan Plotkin

In Person Guests:

Karen Desjeans, Jeff Hayden, Olivia Kynard, Sharale Mathis, Narayan Sampath, Amanda Sbriscia, Polly Silva, Rebecca Townsend, William Reyes-Cubides, George Timmons, Marlowe Washington, and Chris Yurko

Remote Guests:

Shawntsi Baret, Pesha Black, Maria Brunelle, Vanny Chen, Veena Dhankher, Mayra Diaz, Mary Dixey, Kermit Dunkelberg, Terri Haven, Mark Hudgik, Peta-Gaye Johnson, Anne Kandilis, Jennifer Kerr, Johanna Lebron, Lauren LeClair, Jane Lerner, Anne Morales Medina, Irma Medina, Joshua Novak, Michelle Robak, Kim Straceski, Renee Tastad, and Sandra Womeldorf

MEETING

- I. Call to Order: Interim Chair Vanessa Smith called the the 432nd meeting of the Holyoke Community College Board of Trustees to order at 8:03 am.

- II. Roll Call
Roll Call Vote:
YES: Sonia Dinnall, Julius Dixon, Charles Epstein, Ted Hebert, Nayroby Rosa, and Interim Chair Vanessa Smith

Ivonne Vidal entered at 8:19 am
Eleanor Williams entered at 8:06 am

- III. Consent Agenda
 - A. Consideration of the Minutes for the Board of Trustees Meeting of September 22, 2024
 - B. Report of Personnel Actions dated October 27, 2024 (*see attached*)
 - C. 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 Rosa and seconded by Trustee Hebert to accept the Consent Agenda as presented.

YES: Sonia Dinnall, Julius Dixon, Charles Epstein, Ted Hebert, Nayroby Rosa, and Interim Chair Vanessa Smith

Ivonne Vidal entered at 8:19 am

Eleanor Williams entered at 8:06 am

IV. Committee Reports

- **Audit and Finance Committee** – Trustee Epstein reported that we will have a strong finish in the market, which is good news for our funds.
- **By-Laws and Governance Committee** – Trustee Vidal reminded the Board about the email regarding website information needed for each Trustee. This information will increase Trustees' visibility. . The half-day Board Retreat is scheduled for Tuesday, November 4, 2024 from 8 am to 12 pm here at HCC in The Learning Collaborative (Frost 265). At the Retreat, we will discuss the results from this year's Assessment Survey and Competency Survey. The focus will be to set goals for our committees for next year. Members of the Presidents' Cabinet will attend to help guide our efforts effectively.
- **Equity Committee** – Interim Chair Smith reported that the Committee continues to meet with Elena from the Department of Higher Education to continue the planning for the
- **Foundation Board Update** – Trustee Hebert asked Vice President Sbriscia to provide an update. Vice President Sbriscia reported that the Foundation Board is in their governance focus of recruitment. The Committee did an annual launch for new members and it resulted in 12 interested individuals from the community. There are some amazing folks that she will be reaching out to over the next couple of weeks. The number of Foundation Board members range between 25 to 35 members.
- **Nominating and Presidential Evaluation Committee** – Interim Chair Smith reported that the Committee continues to look for ways to populate our Board with folks that are in line with our mission.
- **Strategic Planning** – Trustee Rosa reported that the Committee will meet after the semester for an update on the Strategic Plan Metrics.

- V. Report of the Interim Chair – Interim Chair Smith announced a Governance Leadership Institute session that will happen on December 12, 2024. Please look for an email with more details, as it will be a great opportunity for trustees to attend if their schedule allows.

VI. President's Report

President Timmons reported:

- He introduced Vice President Sbriscia, who noted a correction from last months Board Meeting presentation on Strategic Plan Metrics. A baseline figure for Metric 4.2 Charitable Contributions was adjusted to reflect the accurate baseline figure, which in turn made adjustments to year one and year two targets to be in alignment.
- On October 16, 2024, he attended an event at Holyoke Health Center where Senator Edward Markey presented Holyoke Health Center and Holyoke Community College with a \$1 million federal ward to support workforce initiatives; specifically the creation of a Healthcare Workforce Development Training Center.
- On October 9, 2024, the College welcomed Lowell Purnam, the sole Trustee of the Lowell Observatory. He gave a presentation about the Arizona facility, the oldest private astronomical research institution in the US, which was founded in 1894.
- On October 18, 2024, he attended the President's Roundtable event in Hartford, CT. This meeting concluded a four-day conference from the Men of Color Student Leader Institute in which four of our

HCC students participated. He gave a shout out to Saul Cabin for leadership and coordination of this event.

- This month, we had four HCC-affiliated individuals were recognized as Masslive’s Hispanic and Latino Leaders during Hispanic Heritage Month. Congratulations to:
 - Jasarah Burgos, Foundation Board of Directors
 - Derek Estrella Padilla, Staff
 - Elizabeth Roman, Alum and Alumni Council
 - Nayroby Rosa, Alum and Board of Trustees
- The College was honored on Wednesday, October 16, 2024 at the Reader Raves Award Dinner. The College accepted the awards as the Best College or University of Western Massachusetts. Special shout out to all who attended this event to support the College.
- As an opportunity for engagement, he invited all Trustees to the College’s Trunk or Treat event being held on Friday, October 25, 2024 from 5 to 7 pm in the Bartley Center’s parking lot. This event has been a tradition since 2017.
- He announced that Curt Foster is retiring after more than 32 years of service to the College. Everyone is invited to celebrate Curt on Wednesday, October 30, 2024 from 11 am to 1 pm in the Campus Center. Curt has held several position at the College over the years, with the most recent one being Interim Comptroller. We wish him success.

President Timmons introduced Vice President Jeffrey Hayden, who, along with his team, presented the following:



Aligning for Nursing Pathways:

Employer, Workforce Board, Community College, and Economic Development Agency Collaboration

**HOLYOKE
COMMUNITY
COLLEGE**

SHIFT Conference 2024

What is SHIFT?

SHIFT is the National Fund for Workforce Solutions' premier biennial convening which brings together hundreds of workforce leaders and practitioners from communities around the country. The 2024 event — SHIFT Toward an Equitable Future — will convene in Memphis, Tennessee, September 24 – 26, 2024, and is poised to attract more than 400 attendees representing the national workforce ecosystem. SHIFT is an opportunity to engage in dialogue and activate solutions to the most pressing challenges in building an equitable workforce.

Activate Windows
Go to Settings to activate Windows

The Partners

A collaboration to address healthcare workforce challenges



Anne Kandilis
Shawntsi Baret
Terri Haven



Peta-Gaye Johnson



Polly Silva
Kermit Dunkelberg



Josh Novak
Jason Pacheco
Peter Blain

Peta-Gaye
Johnson





“Excuse me miss, I need to eat!”



“They cannot work”

Josh Novak



Baystate
Health

ADVANCING CARE.
ENHANCING LIVES.

Inside-Up Mentality

- ▶ Baystate Health has followed a consistent path of providing an outside in and inside up methodology.
- ▶ How has this been performed?
 - ▶ Service Line Collaborations and Targeted Recruitment
 - ▶ Workforce Planning Department and Training Programs
 - ▶ Organizational Culture on Professional Growth
- ▶ SHIFT key thinking on what the culture of growth and collaboration look like inside and outside of an organization.



Baystate
Health

ADVANCING CARE.
ENHANCING LIVES.

Program Design & Educational Collaborations

▶ Baystate Health and HCC Collaborations:

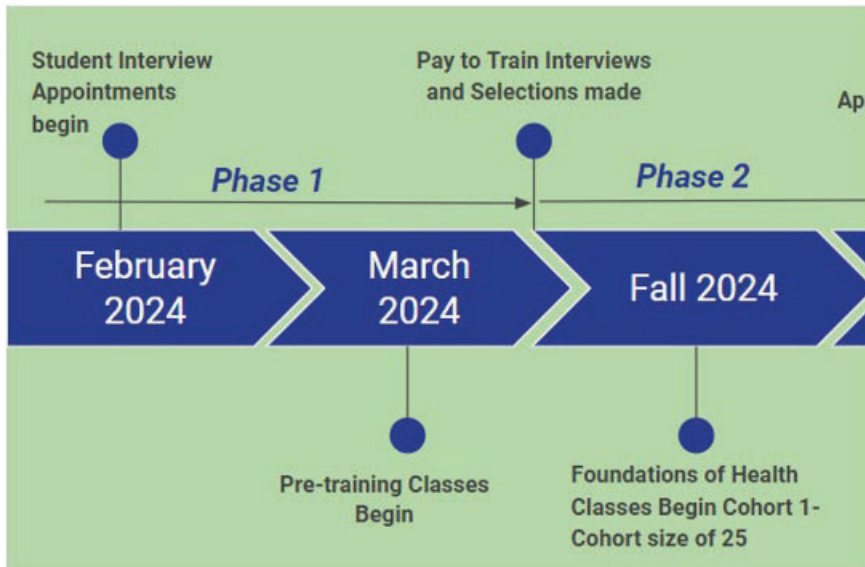
- ▶ Learn to Earn for Medical Assisting and CNA
- ▶ DILL - Pharmacy Technician Training
- ▶ Medical Assistant Apprenticeship
- ▶ PCT Training Program
- ▶ TRAIN - Employer partnership
- ▶ LPN Pathway



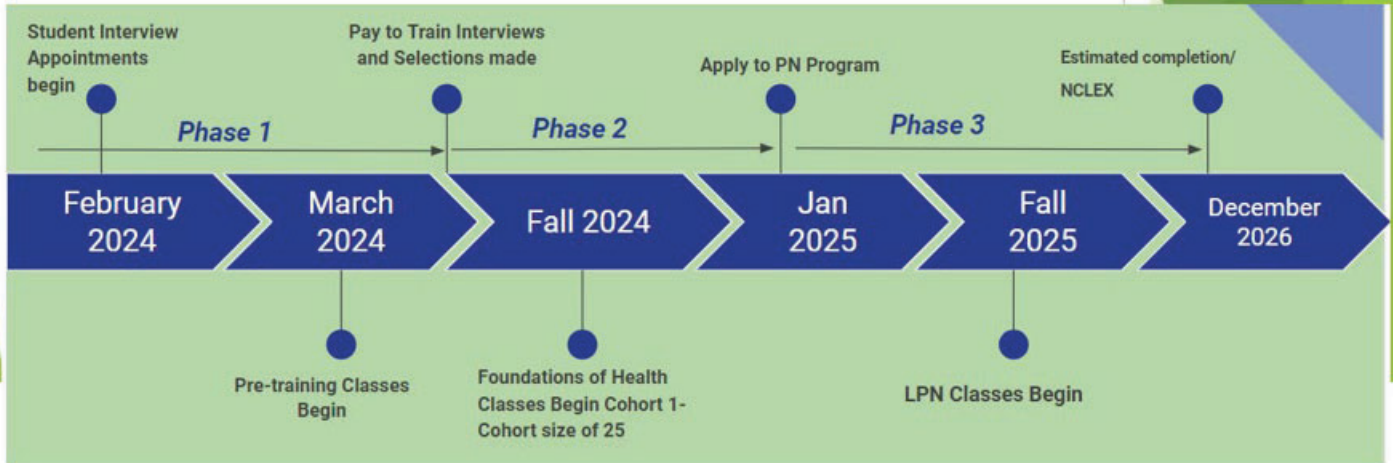
Polly Silva

HOLYOKE
COMMUNITY
COLLEGE

First Six to Nine Months: Design and Action



First Six to Nine Months: Design and Action



Shawntsi Baret



How Might My Voice Contribute to this Project?





Next Steps Questions? Observations?

**HOLYOKE
COMMUNITY
COLLEGE**

SPRINGFIELD
WORKS

 **Baystate
Health** | ADVANCING CARE.
ENHANCING LIVES.

 **HAMPDEN COUNTY
WORKFORCE BOARD, Inc.**

VII. Board Engagement Opportunities (see attached)

VIII. Adjournment

Roll Call Vote for Adjournment

A motion to adjourn was made by Trustee Hebert and seconded by Trustee Dixon to adjourn the 431st meeting of the Holyoke Community College Board of Trustees at 9:13 am.

YES: Sonia Dinnall, Charles Epstein, Ted Hebert, Nayroby Rosa, Ivonne Vidal, Eleanor Williams and Interim Chair Vanessa Smith

Eleanor Williams left the meeting at 8:58 am.

**HOLYOKE COMMUNITY COLLEGE
OFFICE OF THE PRESIDENT**

MEMORANDUM

TO: Board of Trustees
FROM: Dr. George Timmons, President
DATE: October 22, 2024
SUBJECT: Personnel Updates

Non-Unit Professional Appointments

Name	Title/Area/Funding	Date of Hire
Jessica Hill	Director of Community Standards and Wellbeing/Academic and Student Affairs/State Funded	10/02/2024
Benjamin Snyder	Manager of Technical Operations/Information Technology/State Funded	9/23/2024

Non-Unit Professional Appointment Extensions

Name	Title/Area/Funding	Dates of Extension of appointment
Margaret Downing	Acting Associate Dean/Social Sciences, Arts & Humanities/State Funded	8/13/2024-8/12/2025
Heather Duso	Acting Associate Dean/Business & STEM/State Funded	8/6/2024 - 8/5/25

MCCC Professional Reappointments (09/01/2024 – 08/31/2025)

Name	Title/Area/Funding
Chaitali Brahmhatt	Academic Counselor/TRIO Student Support Services/Grant Funded
Derek Estrella	Academic Coordinator/TRIO Student Support Services/Grant Funded
Xandria Sotomayor-Wright	Academic Counselor/TRIO Student Support Services/Grant Funded

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

BOARD OF TRUSTEES BOARD ENGAGEMENT OPPORTUNITIES - FY 2024/2025

OCTOBER 2024

- October 16, 2024 STEM Starter Academy: Celebrating 12 Years of Empowering Students & Strengthening Industry with MA Secretary of Higher Education, Dr. Patrick Tutwiler and MA Commissioner of Higher Education, Dr. Noe Ortega. 10 am-11 am – via Zoom
<https://us02web.zoom.us/j/85748288760>
- October 16, 2024 Reader Raves 2025 Celebration, The Log Cabin 6 pm
- October 25, 2024 HCC Trunk or Treat Event - Judges Needed! 5-7 pm (Bartley Center parking lot)
- October 31, 2024 HCC Halloween Jazz Night at Theodore's Blues, Booze, and BBQ, 201 Worthington St, Springfield, MA 01103, USA
Students, faculty and alumni from HCC music department present a night of Halloween themed jazz! No cover charge, but cost to order food and drinks. Stop in for a quick drive or stay the whole evening.

NOVEMBER 2024

- November 5, 2024 **Board Half-Day Retreat** - NECHE Accreditation (in person)
Frost 265 - The Learning Collaborative 8 am to 12 pm
Breakfast and Boxed Lunches will be provided.

DECEMBER 2024

- December 2, 2024 Save the Date - Fall Graduate Reception, 5:30 pm
-

JANUARY 2025

- January 15, 2025 HCC Professional Day/President's Welcome
- January 21, 2025 Spring Semester Begins

FEBRUARY 2025

- February 4-7, 2025 ACCT Community College Legislative Summit, Washington, DC
 - Early Bird Registration 12/18/24

MARCH 2025

- March 4, 2025 TogetherHCC Day of Giving

APRIL 2025



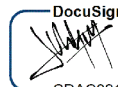
MAY 2025

- 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

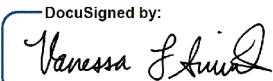


Respectfully submitted,

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12/2/2024

Ivonne Vidal
Secretary, Board of Trustees

DocuSigned by:

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12/3/2024

Approved: Vanessa L. Smith
Interim Board Chair, Board of Trustees