



## Fitchburg State University

### Board of Trustees Executive Committee Meeting

#### Fitchburg State University Board of Trustees -- Executive Committee

Published on October 24, 2023 at 3:33 PM EDT

Amended on October 27, 2023 at 4:57 PM EDT

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#### Date and Time

Friday October 27, 2023 at 4:00 PM EDT

#### Location

The Executive Committee will meet **remotely** on Friday, October 27, 2023 at 4 p.m.

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Notice of a meeting of the Fitchburg State University Board of Trustees Executive Committee on Friday, October 27, 2023 at 4 p.m.

This meeting will be held via teleconference as approved by the Governor.

#### Public Viewing:

<https://youtube.com/live/PPDYnWcc4mM>

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#### Agenda

	Purpose	Presenter	Time
<b>I. Opening Items</b>			<b>4:00 PM</b>
<b>A. Record Attendance</b>			1 m

	Purpose	Presenter	Time
<b>B.</b>	Call the Meeting to Order		
<b>C.</b>	Approve Minutes	Approve Minutes	1 m
<b>II.</b>	<b>Executive Committee</b>		<b>4:02 PM</b>
<b>A.</b>	Presidential Search Discussion	Discuss	50 m
<b>III.</b>	<b>Closing Items</b>		<b>4:52 PM</b>
<b>A.</b>	Adjourn Meeting	Vote	

# Coversheet

## Approve Minutes

<b>Section:</b>	I. Opening Items
<b>Item:</b>	C. Approve Minutes
<b>Purpose:</b>	Approve Minutes
<b>Submitted by:</b>	
<b>Related Material:</b>	VOTE Minutes.pdf

**Fitchburg State University  
REQUEST FOR BOARD ACTION**

TO: Executive Committee	DATE:  October 27, 2023
FROM: The President	REQUEST NUMBER:  8-23/24
SUBJECT: Executive Meeting Committee minutes	

It is requested that the Fitchburg State University Board of Trustees Executive Committee vote to approve the minutes from the June 6, 2023 meeting.

# Coversheet

## Presidential Search Discussion

<b>Section:</b>	II. Executive Committee
<b>Item:</b>	A. Presidential Search Discussion
<b>Purpose:</b>	Discuss
<b>Submitted by:</b>	
<b>Related Material:</b>	VOTE Letter to the Commissioner.pdf Letter to Com initiating search 2023 (1) (1).pdf

**Fitchburg State University**  
**REQUEST FOR BOARD ACTION**

TO: Executive Committee	DATE:  October 27, 2023
FROM: The President	REQUEST NUMBER:  9-23/24
SUBJECT: Letter to the Commissioner	

It is requested that the Fitchburg State University Board of Trustees Executive Committee vote to send the attached letter to the Commissioner of the Board of Higher Education.

October , 2023

Dear Commissioner Ortega

On October 22, 2023, President Richard Lapidus announced his retirement from Fitchburg State University to take effect July 1, 2024.

Pursuant to Section II.A. of the “Guidelines and Procedures for the Search, Selection, Appointment and Removal of State University and Community College Presidents” (2013), I am writing to inform you that the board of trustees wishes to initiate the search for a new president.

Currently, I am overseeing the establishment of a budget to defray the costs associated with such a search, including but not limited to the fee for an executive search firm. I am also in the process of identifying search committee members in accordance with the BHE Guidelines and past practice at this institution. I will keep you apprised of our progress.

As chair of the Board of Trustees, I am aware of the importance of facilitating open communication among the board of trustees, the search committee, and your office in order to ensure a successful outcome of the presidential search.

I look forward to working with a group of people dedicated to the selection of an exceptional candidate, ready to lead this great institution forward. The board and the search committee will seek the department’s input and guidance pursuant to the Guidelines, while also maintaining its autonomy in identifying and appointing the best-qualified candidate for Fitchburg State University.

Thank you for your support in this process.

Very truly yours,

C. Deborah Phillips