APPROVED

Fitchburg State University

Minutes

Board of Trustees

Date and Time
Thursday October 19, 2017 at 10:00 AM

Location
Presidents' Hall, Mazzaferro Center, 291 Highland Ave., Fitchburg, MA 01420

Trustees Present
A. Clementi, A. Cochran, C. Stimpson, C. Stover, D. Irving, D. Nieto, D. Phillips, F. O'Donnell (remote), L. Barrieau

Trustees Absent
G. Rodriguez-Parker

Ex Officio Members Present
R. Lapidus

Guests Present
Aruna Krishnamurthy, Cathy Canney, Chris Hendry, David Svolba, G. Doiron, Heather Urbanski, Jay Bry, Jay Kaufman, Jessica Murdoch, Laura Bayless, Marilyn Siderwicz, Mark Snyder, Mary Beth McKenzie, Maryellen Scarselli, Matt Noyes, Michelle Scott, Rala Diakite, S. Swartz, Sarah Kielty

I. Opening Items

A. **Record Attendance and Guests**

B. **Call the Meeting to Order**

D. Irving called a meeting of the board of trustees of Fitchburg State University to order on Thursday Oct 19, 2017 at 10:06 AM.

C. Public Comments

Dr. Aruna Krishnamurthy addressed the board regarding contract negotiations. The MSCA Union is concerned that the negotiations are protracted. She indicated that there is movement and hopes that the process will go smoother. Mr. Irving responded that he shared the same hope.

D. Approve Minutes from the September 12, 2017 meeting - VOTE (06-17/18)

D. Phillips made a motion to approve minutes from the Board of Trustees on 09-12-17 Board of Trustees on 09-12-17.
C. Stimpson seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

A. Clementi	Aye
D. Nieto	Aye
G. Rodriguez-Parker	Absent
A. Cochran	Aye
D. Irving	Aye
C. Stimpson	Aye
L. Barrieau	Aye
F. O'Donnell	Aye
D. Phillips	Aye

Mr. Irving introduced new Trustee, Ms. Christie Stover.

II. Finance and Administration

A. Presentation by the auditors

Mr. Jay Kaufman began by introducing himself, Mark Snyder, Michelle Scott, Maryellen Scarselli and Sarah Kielty with CohnReznick. He presented and discussed the Financial Statements for the university. There were no findings. There was no formal management letter issued. All the Financial statements, including Financial Aid are being issued with a clean, unmodified opinion. He thanked Jay Bry, Yvonnie Malcolm, consultant Cathy Daggett and the Financial Services staff for their hard work.

Mr. Snyder reviewed a number of prepared PowerPoint slides. He touched on the statements of revenues, expenses and changes in net position; and the statements of cash flow. Mr. Kaufman briefly highlighted some of the footnotes and disclosures and assets. He stated that many of the footnotes are considered to be boilerplate. He

commented that the university is very diligent in its fiscal management. A discussion ensued.

Mr. Irving reported that the Finance & Administration Committee had previously met and approved acceptance of the audit.

B. FY2017 Audit - VOTE (07-17/18)

D. Phillips made a motion to Accept the audit.
C. Stimpson seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call	
A. Clementi	Aye
A. Cochran	Aye
D. Irving	Aye
G. Rodriguez-Parker	Absent
C. Stimpson	Aye
D. Phillips	Aye
L. Barrieau	Aye
D. Nieto	Aye
C. Stover	Aye
F. O'Donnell	Aye

III. Notifications

A. Personnel Actions (N02-17/18)

The personnel actions were presented for informational purposes.

IV. Chair's Report

A. Committee Assignments

Mr. Irving discussed the committee membership. He stated during this rapid transition period he asked Ms. Phillips to serve as Interim Clerk. Ms. Phillips accepted. The trustees are to get back to the Chair on the committees on which they would like to serve.

B. Board of Trustees Dashboard

A newly created dashboard was presented by Mr. Irving. He noted that the dashboard had been developed as his request so that longitudinal data could be periodically presented and reviewed. He stated that it was important to pay attention to trends taking place within the institution and to note changes positive and negative so as to be proactive. Mr. Irving stated that the dashboard could be modified if new areas of interest arose. There was a discussion.

V. President's Report

A. Open House update

President Lapidus reported that the university is beginning to recruit for next year. Last weekend on Oct. 14, the university held its first open house. The numbers were consistent with those from last year. He noted that the university was just at the beginning of the process. He stated that the new customer relationship software implemented will assist in being a bit more aggressive with recruiting than in the past. He noted downward enrollment trends around the state including at the community colleges' feeders. He emphasized that with a limited number of revenue streams, enrollment is an important component to financial stability. He informed the board that a new Admissions Director was hired.

B. Grants

President Lapidus reported that the campus received a US Department Education award for Upward Bound Math and Science. This is a five-year grant with $263,000 annual support.

C. Gifts

President Lapidus informed the board of the recent Richard P. and Elizabeth "Betsy" Fisk Nursing Scholarship. Other scholarships have also been received. Work will continue to educate alumni on estate planning.

The Go Falsons Challenge was discussed.

D. Homecoming update

President Lapidus updated the board on Homecoming activities. The university tried some new things this year and had some nice alumni events. A brief video was presented.

The student job website is up and running.

E. News Articles

The news articles are submitted for informational purposes.

VI. Closing Items

A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 11:23 AM.

Respectfully Submitted,
D. Phillips

C. Stimpson made a motion to adjourn the meeting.

A. Clementi seconded the motion.

The board **VOTED** unanimously to approve the motion.

Roll Call

A. Cochran	Aye
D. Phillips	Aye
F. O'Donnell	Aye
D. Nieto	Aye
L. Barrieau	Aye
C. Stimpson	Aye
D. Irving	Aye
G. Rodriguez-Parker	Absent
A. Clementi	Aye