APPROVED

Fitchburg State University

Minutes

Board of Trustees

Date and Time
Tuesday November 5, 2019 at 10:00 AM

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

Notice of a meeting of the Fitchburg State University Board of Trustees on Tuesday, November 5, 2019 at 10:00 a.m. in Presidents' Hall, Mazzaferro Center, 291 Highland Ave., Fitchburg, MA 01420

Trustees Present
A. Clementi, C. Aneke, C. Stimpson, D. Irving, F. O'Donnell, L. Barrieau, M. Nicholson

Trustees Absent
D. Nieto, D. Phillips, D. Tiernan

Trustees who left before the meeting adjourned
F. O'Donnell

Ex Officio Members Present
R. Lapidus

Guests Present
A. Cardelle, A. Krishnamurthy, C. Canney, Campus Community Members, Community Members, D. Wigmore, F. Freel, G. Doiron, J. Berg, J. Bry, J. Murdoch, J. Wolfman, L. Bayless, M. Siderwicz, N. Foss-Yasko, S. Swartz, Y. Malcolm

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 Tuesday Nov 5, 2019 at 10:00 AM.

C. Public Comments

Fitchburg State Alumnus, Nancy Foss-Yaasko, who formed the Concerned User Committee for Continuing Operation Committee, read a prepared statement in favor of the pool continued operation.

Mr. Francis Freel, Leominster High School swim coach, who brought some High School students with him, spoke in support of the pool. The group has concerns for the future of their swim program.

The Chairman thanked them for their remarks. He said the pool will be on the agenda at a future Trustee meeting.

D. Approve Minutes from the September 10, 2019 meeting - VOTE (08-19/20)

A. Clementi made a motion to approve minutes from the Board of Trustees on 09-10-19 Board of Trustees on 09-10-19.
L. Barrieau seconded the motion.
The board **VOTED** unanimously to approve the motion.

II. Finance and Administration

A. Presentation by the auditors

Introductions were made. The following auditors from CohnReznick discussed the audit PowerPoint presentation:

Ms. Karen Smith, Audit Partner
Mr. Mark Snyder, Audit Senior Manager
Mr. Maryellen Scarselli, Audit Manager
Ms. Michelle Scott, Audit Senior

K. Smith and M. Snyder presented the Fitchburg State University audits results. All the financial statements are being issued with a clean, unmodified opinion. The footnotes and disclosures were presented. There was no formal management letter presented. Ms. Smith thanked Jay Bry, Yvonnie Malcolm, and Denise Brindle for their hard work and assistance. There was a discussion.

The upcoming GASB Statement No. 87 on leases will be applicable for FY ended 6/30/21.
The complete set of financial documents can be found in the board packet for review.

B. FY2019 Audit - VOTE (09-19/20)

C. Stimpson made a motion to approved.
A. Clementi seconded the motion.
The board **VOTED** unanimously to approve the motion.
The president thanked Jay Bry and the team for their great work.

III. Sabbatical Requests

A. Act on President's recommendation for faculty sabbatical requests - VOTE (10-19/20)

The president presented the sabbatical requests. He called attention to the summary of proposals in the packet. He emphasized that leaves are granted on the basis of academic quality of the proposal, as well as other criteria. Each request followed the specified sabbatical process which includes review by the department chairs and the provost prior to the president's support. The sabbatical requests were for a half-year. The administration is working with the departments to support the sabbaticals with the necessary support so as to not negatively impact course schedules.
A. Clementi made a motion to approved.
C. Aneke seconded the motion.
The board **VOTED** unanimously to approve the motion.

IV. Notifications

A. Personnel Actions (N02-19/20)

The personnel actions were presented for informational purposes.

V. Student Trustee Report

A. Update from Student Trustee

Chairman Irving informed the board that at the request of Student Trustee, Crystal Aneke, a permanent agenda item will be the Student Trustee Report.

C. Aneke presented the Student Trustee report. She had attended a SAC meeting with her peers. In their conversations she said that many campuses had a formal Student Trustee report as a standing agenda item on Board of Trustees agendas. She thanked the board for allowing the opportunity to present the report. She discussed two slides related to Latinx and diversity in public higher education. She spoke about the diversity

challenges. She invited all board members to attend the Student Government Association meeting on Nov. 12.

D. Irving mentioned a program at Framingham State that was setup to help with retention rates.

A. Cardelle stated that we have a student success unit that has academic coaching and peer mentoring. We have continued our mentoring program for Hispanic males from a grant from last year. There were funds left over from last year and with other funding sources, we are continuing the program. Students each have a faculty and peer mentor. We are doing various things to address these issues by working closely with Student Affairs. He said we continue to try to find better ways to teach these students that include wrap around services and to engage closely with several areas that support these students.

The president noted that the university was fully engaged and supported the Board of Higher Educations Equity Agenda and that there were a variety of programs in place, and have been for years to address performance gaps that exist within a number of underrepresented student populations. He noted that it is a complex national challenge that will continue to be at the forefront of our efforts.

There was a discussion.

M. Nicholson mentioned the DHE Trustee Conference where Commissioner Santiago discussed the equity agenda. She will circulate the material that was distributed in regards to the equity agenda. The Trustees have a responsibility to support the equity agenda. F. O'Donnell suggested a Board of Trustees retreat. There was a discussion.

VI. Chair's Report

A. Dashboard

Chairman Irving presented his report. He presented the most recent update of the Dashboard. He stated we are down 6% in terms of undergraduate enrollment. The board needs to keep close attention moving forward.

The president said reduced first-time undergraduate enrollment is consistent with the state average and that it is a result of declining and changing demographics; some campuses are a little worse. Additionally, the community colleges are faring poorly with enrollment, thus transfer numbers are down as well. The president indicated that enrollment numbers were currently being buoyed up by healthy graduate student numbers. There was a discussion.

VII. President's Report

A.

Open House update

The president presented his report. He reported that there are three scheduled Open Houses, which two have occurred. The participation numbers are about the same as last year. The correlation to attending Open Houses and committing to attend the university is hard to figure out. The feedback we get from those that participate say our Open House are among the best they attend. He indicated that students are savvy consumers and that we will continue to evolve with them to best meet their desired needs. The university will continue to push forward and invest more in recruiting fairs and more customized communication. The university made aggressive attempts this recruiting cycle to expand recruitment efforts beyond the state.

F. O'Donnell will bring up recruiting at the next Alumni Board meeting to see if they can help with recruitment.

B. Homecoming update

The president informed the board of the successful Homecoming Weekend. The attendance for the carnival was high and participation from alums and community members was strong. The Gold Key Breakfast had 125 attendees.

F. O'Donnell left.

C. Joint Higher Education Committee Visit

The president reported on the Joint Higher Ed Committee visit on Oct. 25. He stated that the committee made a commitment to visit all 29 state campuses in order to understand the challenges and successes within the state university school system. The visit included time with the president, faculty and students. There was a campus tour that included time in the Nursing Labs and the Game Design studio. There was a conversation regarding the challenges of being under funded and the cost drivers associated with delivering high-quality higher education. During the visit, there were also discussions that covered financial aid, two endowment incentive funds, safety issues and infrastructure needs.

D. Early College Summit

The president stated that he attended and made a presentation at the Early College Summit. Commissioner Carlos Santiago and DHE Chair Chris Gabrielli also were featured speakers. The Early College initiative aims to create and maintain a regional early college pipeline for students in North Central Massachusetts, specifically targeting first-generation, low-income and diverse students who are typically underrepresented in higher education. It is also designed to engage “middle achievers” who may not feel that college is an option for them. Fitchburg State is making great strides in this area.

E.

Strategic Planning

The president updated the board on the Strategic Planning process. The formal charge to the five theme committees will happen next week. Additionally, the campus Steering Committee is set to be charged. The board will have opportunities to contribute to the conversation and be presented with the Strategic Plan for approval next year.

F. News Articles

The news articles were presented for informational purposes.

VIII. Dates for consideration

A. Holiday Show - Christmas with the Celts on Dec. 15 at 6 p.m. in Weston

The board is invited to attend the holiday show on Dec. 15 at 6 p.m. in Weston Auditorium.

B. Holiday Gathering - Thursday, Dec. 12 at 3:30 p.m. in the Falcon Hub

The board will recieve a formal invitation to attend the Holiday Gathering.

C. Winter Commencement Ceremony on Friday, Dec. 20 at 6:30 p.m. in Weston Auditorium

All board members are invited to attend and participate in the Commencement Ceremony on Dec. 20, 2019 at 6:30 p.m.

D. Irving read an email from former Student Trustee, Alexander Ramos, Jr. who secured a position as a budget analyst at UMASS Boston. A. Ramos expressed his appreciation for the experience as a student trustee and would not have the skills to have landed the new position without the experience of being on the Board of Trustees. D. Irving also mentioned the success of former Student Trustee, Stefany Infante who is a running for a second term as a school committee member at Greater Lawrence Technical School.

IX. Closing Items

A. Adjourn Meeting

A. Clementi made a motion to adjourn the meeting.
C. Aneke seconded the motion.
The board **VOTED** unanimously to approve the motion.
There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 11:09 AM.

Respectfully Submitted,
L. Barrieau

Documents used during the meeting

- VOTE Minutes.doc.pdf
- Attachment A Fitchburg State University FY 2019 Draft FS.pdf
- Attachment D Foundation-CommunicationLetter.pdf
- Attachment F FSU SupportingOrg_CoomunicationLetter.pdf
- Attachment C Foundation Draft FS.pdf
- Attachment B Fitchburg State University Communication Letter.pdf
- Attachment E FSU Foundation Supporting Org FS - DRAFT as of 10.1.19.pdf
- Attachment G No Management Letter Acknowledgment Letter.pdf
- Attachment H University Executive Summary 2019.pdf
- Attachment I Executive Summary FDN Audit June 2019.pdf
- Attachment J Executive Summary SO June 2019.pdf
- VOTE FY2019 Audit 11-5-19.pdf
- VOTE Sabbaticals 2019.doc.pdf
- Memo from Pres re VP recommendations.pdf
- BOT Notifications 110519.doc.pdf
- Copy of FY20-Master Data Sheet-Dashboard.2.pdf
- Clips for Nov 2019.pdf