



BOARD OF TRUSTEES

BOARD MEETING ■ JANUARY 25, 2023 6:30 PM ■ REMOTE MEETING

MINUTES

Chair Kevin Foley called the meeting to order at 6:30 p.m. and asked Counsel Ann McDonald to conduct the roll call for attendance.

Roll Call

Nancy Budwig – present; Beth Casavant – present; Diane Finch – present; Kevin Foley – present; Anthony Hubbard – present; Robert Richards – present; McKenzie Ward – present
Lino Covarrubias, Mariel Freve and Claire Ramsbottom were not present at the time of roll call.

1.0 Chair's Report

A. Consent agenda

1. BOT Meeting Minutes: November 16, 2022
2. Personnel Actions

Diane Finch moved the motion, Beth Casavant seconded the motion.

Roll call vote: Nancy Budwig – yes; Beth Casavant – yes; Lino Covarrubias – yes; Diane Finch – yes; Mariel Freve – yes; Kevin Foley – yes; Anthony Hubbard – yes; Claire Ramsbottom – yes; McKenzie Ward – yes
—Motion approved

Chair Foley continued his report with the following:

B. Update – Vacant Trustee Positions

- The nominee put forward by the University has not yet been approved. Efforts will continue to be made in pursuit of the appointment of the nominee.
- Two vacancies remain unfilled.

C. Update Board DEI: Antiracism Training and Consulting

- Chair Foley informed the trustees that he and Counsel McDonald have been working with a consulting group, IBIS, to develop training for the Board.
- Target date for training will be in April 2023. Updates to be provided at the March 29, 2023 Board of Trustees meeting.

D. Racial Justice and Equity Institute: Equity Leadership Series Spring 2023 – page 17

- Chair Foley encouraged the trustees to register for this cost-free learning series offered through Bridgewater State University.

E. Black History Month: FSU Black Educators

Chair Foley invited Trustee McKenzie Ward to speak on the subject.

- Trustee Ward presented information highlighting Black history month and commemorating Black educator and University's alumna, Mary Miles Bibb* and other educators like her.

In closing, Chair Foley reminded the trustees to complete the poll they recently received, to determine a date for the annual Board of Trustees Retreat in May 2023.

Chair Foley inquired about the preparation for the Presidential Review, asking Counsel McDonald if notice had been received from the Board of Higher Education.

- Counsel McDonald confirmed that notice is usually received in February.
 - The topic will be included in the Governance Committee agenda for review and further planning.

1.0 President's Report

President Nancy Niemi reported the following:

A. Updates

1. Introduction: Dr. Jeffrey Coleman
 - President Niemi introduced the Vice President and Chief Diversity Officer for the Division of Diversity, Inclusion, and Community Engagement, who began his role in the position at the beginning of the year.
2. Save the Dates
 - Referenced the list of upcoming spring events for trustees – page 20

B. Diversity, Inclusion, and Community Engagement (DICE) Report

Jeffrey Coleman presented the following highlights from his report:

- The focus on how we can model our institutional commitment to becoming an antiracist institution, to the larger goal of become a national model will involve the University Community to support and engage in the following strategic priorities – page 21 and 22
 - Envisioning and advocating for DEI goals to support institutional strategic goals
 - Further develop and increase awareness of and engagement with DICE among faculty, staff, students, and alumni
 - Education and Training
 - Advance Antiracism and DEI practices to recruit, retain, and support diverse students, faculty, and staff

Conversation ensued. Comments from the trustees included the following:

- Trustee Anthony Hubbard indicated that each of the board's committees are charged with addressing DEI in their reports. He added that he would be interested in learning more about the effort to becoming a national model.
- Trustee Claire Ramsbottom also voiced interest in learning more about becoming a national model, adding that she would welcome more conversations about what becoming a Hispanic Serving Institution (HSI) or Minority Serving Institution

* The full statement is included as a supplemental document.

(MSI) would mean, and the role the board needs to play in support of these efforts.

- Trustee Lino Covarrubias commented on the importance of Dr. Coleman's outreach to the local community members, and that he would like to help facilitate those relationships.

C. Development and Alumni Relations Report

Eric Gustafson presented the following information:

1. Development has raised \$2,253,250 year-to-date for FY2023
 - Notable gifts – page 23
 - Focus has remained on raising gifts for the endowment to leverage the Endowment Incentive Program funds available through the Commonwealth.
- Alumni Engagement hosted the annual Alumni and Friends Winter Celebration at the Warren Conference Center.
 - Upcoming events include Business Coaching event – page 23
 - Alumni Association Board of Directors assisted the Admissions Office in December, by contacting newly accepted students to encourage them to deposit.
- Grants and Sponsored Programs – page 25
- Danforth Art Museum and Art School – pages 23 and 24
 - Massachusetts Cultural Council, Executive Director Michael Bobbitt visited the Museum on January 6 for a tour and press conference to announce their cultural district grant allocations.
 - Three new donations of artworks were received in December, a total of 50 new works that meet the interests and needs of the Museum.
 - The Art School gained a 9% revenue increase for the fall; the Winter session saw an increase of 22% year-over-year revenue growth.

D. Student-in-the-Spotlight: Dara M. Barros

Dr. John Palabiyik, introduced student-in-the-spotlight Dara Barros.

1. Dara is a senior at the University, majoring in International Business with a double minor in Marketing and Economics. Some of the things Dara highlighted about herself were as follows:
 - Dara was born in Cape Verde, and came to the United States when she was eight years old.
 - Her mother, aunt, and grandmother play significant roles in her life.
 - She attended Brockton High School and is a proud first-generation student. She came to Framingham State University because she wanted a smaller college experience.
 - She is very involved in student leadership roles. Inspired by her own experience with student orientation leaders when first attending the University, she became a student orientation leader herself. Dara is currently serving as SGA President.

President Niemi concluded her report by adding that the spring semester began on January 17, and has been running smoothly. She noted that the campus community is working diligently on several initiatives, including the NECHE accreditation, strategic enrollment plan, and addressing reorganizational issues.

2.0 Student Trustee Report

Trustee McKenzie Ward reported the following:

A. Student/BOT Forum: February 27, 2023

1. A hybrid forum will allow trustees to connect with students, to be able to inform them of the role of the board, and learn ways in which the trustees may better serve the needs of the students.

B. Administrator's Forum: TBA

- Trustee Ward will be working on finalizing a date for the Administrator's Forum. Additional information will be available in time for the March 2023 Board of Trustees meeting.

3.0 Academic Affairs Committee Report

Trustee Nancy Budwig began by reporting that the Academic Affairs Committee held a joint meeting with the Enrollment and Student Development Committee, during which the second portion of the meeting led to breakout sessions, to focus on business related to their specific committee responsibilities.

In the breakout session, the Academic Affairs Committee reviewed and discussed the approval of a motion for the Bachelor of Science in Sports Management to be advanced to the Massachusetts Board of Higher Education, to be brought to the full Board of Trustees for a vote.

A. Motion: Approval of the Academic Program: Sports Management

Trustee Budwig emphasized that the request is for the approval of upgrading Sports Management from a concentration to a major, without any requests for additional faculty or courses. Trustee Budwig continued by reviewing questions that were posed and were addressed during the committee meeting discussion of the proposal.

Diane Finch moved the motion, Mariel Freve seconded the motion.

Discussion ensued. Topics included the timeline for when the approval would move forward allowing the program to become a major; the current number of students in the program; addressing what the enrollment goals for the major are; and recruiting strategies.

Roll call vote: Nancy Budwig – yes; Beth Casavant – yes; Lino Covarrubias – yes; Diane Finch – yes; Mariel Freve – yes; Kevin Foley – yes; Anthony Hubbard – yes; Claire Ramsbottom – yes; McKenzie Ward – yes
—Motion approved

4.0 Enrollment and Student Development Committee

Trustee Claire Ramsbottom reported the following:

A. Enrollment and Student Development Committee Report

1. Update on Enrollment Consulting Services
 - Fall 2023 Admission Funnel Report (as of January 23, 2023) – page 38
 - Categories of recommendations from the October visit with progress to date and updates – page 39

- Student Satisfaction Inventory (SSI) – page 40

Trustee Ramsbottom invited Trustee Budwig to continue the report. Trustee Budwig reported on the following:

- FSU’s Strengths and Challenges (High Performance Gaps) – page 41
- FSU’s Key Performance Indicators – page 42
- FSU’s Strategic Enrollment Plan (SEP) Timeline – page 43

Trustee Ramsbottom added that a special joint Academic Affairs and Enrollment and Student Development meeting would be scheduled in the summer to coincide with the SEP summer planning session.

Continuing her report, Trustee Ramsbottom summarized information from the Academic Enhancement and Student Development Reports, highlighting the following:

- Academic Coaching and Academic Recovery Plans – page 32*
- A decrease in student conduct cases was seen, impacted with the loosening of COVID restrictions – page 35*
- Residence Life and Housing – pages 36 and 37*
- Student Experience and Career Development – page 37*
- Student Support and Advocacy – page 38*
- Counseling Center Data – page 35*

Trustee Covarrubias commented on his participation in the Enrollment and Student Development Committee, noting the high level of retention among student athletes, and reflected on the embedded support system that they have i.e. teammates, captain, and coach. He added that students that are struggling could use a robust mentorship program, as it clearly works with student athletes. A community professional mentorship would be particularly helpful for first generation students, as they may not have access to that type of guidance at home.

5.0 Compliance, Audit, and Risk (CAR) Committee

Trustee Anthony Hubbard reported the following information regarding the January 18, CAR Committee meeting:

A. Compliance, Audit, and Risk Committee Report

- Information Technology
 - Cyber Security report by Patrick Laughran focused on the recent cyberattack of Bristol Community College
 - Despite having a highly effective cyber security program and team, the community college fell victim to a ransomware attack.
 - The University’s preventative measures were reviewed.
 - Information Security Officer position remains open.
 - Next steps will require a review of the compensation level
 - New data recovery solution has been implemented, replacing an outdated system.

**January 11, 2023 Academic Affairs and Enrollment and Student Development Committee Meeting Book*

2. Internal Assessments were reviewed by David Sargent
 - University staff turnover and vacancy rates– page 19*
 - University Policy Review is being conducted.
 - Single repository for all University Policies is recommended.

Counsel McDonald clarified that the University staff turnover and vacancy rates were reviewed as part of a risk noted by mid-managers in the annual risk assessment survey conducted by David Sargeant.

6.0 Administration, Finance, and Information Technology Committee

Trustee Hubbard began by presenting a motion for the approval of a capital project at the Warren Conference Center, pointing out that most of the cost would be incurred by Flick, the vendor managing Conference Center.

A. Motion: Approval of Warren Conference Center Main Lodge Ballroom Addition Project

Diane Finch moved the motion, Mariel Freve seconded the motion.

Roll call vote: Nancy Budwig – yes; Beth Casavant – yes; Lino Covarrubias – yes; Diane Finch – yes; Mariel Freve – yes; Kevin Foley – yes; Anthony Hubbard – yes; Claire Ramsbottom – yes; McKenzie Ward – yes

—Motion approved

Continuing the report, Trustee Hubbard invited Dr. Dale Hamel to present information regarding the FY2024 Budget Parameters Discussion, as reviewed at the January 24, Finance Committee meeting.

B. Administration, Finance, and Information Technology Report

Dr. Hamel presented the following:

1. FY2024 Initial Planning Parameters:
 - Budget Objectives – page 55
 - Budget Development Preliminary Assumptions – page 56
2. FY2024 Budget Planning Timeline – page 57
 - Budget Development Process
 - The Governor’s Budget will be submitted later than usual with the new administration.
 - Consideration of potential “Fair Share” funding may be included at a later date.

The Trustees engaged in larger conversation regarding the budget considerations and the needs of the University. Strategies and making an investment in the future of the University were also topics of discussion.

* January 18, 2023 Compliance, Audit, and Risk Committee Meeting Book

Trustee Hubbard noted that the Finance Committee will not know how much, if any funding will come from the Fair Share Amendment for fiscal year 2024. A meeting may be scheduled to finalize the budget during the summer.

7.0 Chief of Staff, General Counsel, and Secretary to the Board of Trustees Report

Counsel McDonald reported on the review and approval of the University Sponsorships of Charitable Activities as included in the meeting materials.

A. Community Sponsorships – pages 59 and 60

1. Chair Foley acknowledged the sponsorships as detailed.

8.0 New Business

There was no new business reported.

9.0 Public Comment

There were no public comments made.

Adjourn Open Meeting

Motion to adjourn was moved by Claire Ramsbottom and seconded by Diane Finch

Roll call vote: Nancy Budwig – yes; Beth Casavant – yes; Lino Covarrubias – yes; Diane Finch – yes; Mariel Freve – yes; Kevin Foley – yes; Anthony Hubbard – yes; Claire Ramsbottom – yes; McKenzie Ward – yes

—Motion approved

The meeting ended at 8:52 p.m.