



## BOARD OF TRUSTEES

MINUTES ■ BOARD MEETING ■ NOVEMBER 28, 2018 6:30 P.M.

■ ALUMNI ROOM, 303 – MCCARTHY CENTER

The meeting of the full board of trustees was called to order at 6:30 PM.

In Attendance: Trustees Logan, Foley, Bielat, Budwig, Ferguson, Herr, Hubbard, Neshe, and Quezada.

### 1.0 Chair's Report

Chair Kevin Foley asked for a motion to approve the consent agenda that included minutes from the September 26, 2018 meeting of the board of trustees and personnel actions report;

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**On a motion duly made and seconded, it was voted to approve the consent agenda including the minutes from the September 26, 2018 board of trustees meeting and the personnel actions report.**

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Chair Foley took a few minutes on behalf of the board to publicly welcome Trustee Hope Lozano Bielat to the Framingham State University Board of Trustees.

Trustee Bielat briefly addressed the board sharing her background in academia and scholarship with a focus in public policy and expressed her interest in working with the Board and with the University. She expressed excitement about the University's emphasis on access and diversity.

Chair Foley noted the attachment of Committees and membership included in the board materials. He noted those Committees that had vacancies and confirmed the memberships of each Committee; and he requested that if Trustees wanted to serve on a new or different committee to please contact him and/or Secretary to the Board of Trustees, Ann S. McDonald. Chair Foley announced two upcoming trustee events and encouraged Trustees to attend: The DHE Trustee Conference will take place on Thursday, March 28 from 9am-3pm at the Doubletree Hotel in Westborough; and the New Trustee Orientation will take place on Tuesday, January 29 from 10am-2pm at MassBay Community College.

### 2.0 President's Report

President Javier Cevallos' remarks included the following:

- The results of the Framingham State University Food study that was led out by the Boston's Children's Hospital were announced earlier in the month. The study was groundbreaking and received international recognition.
- The University is retaining the services of a search firm to help guide a national search for two executive positions: the provost and chief diversity and inclusion officer.
- Eric P. Gustafson, Vice President of Development and Alumni Relations updated the board on the following:
  - Fundraising Year to Date: We have raised \$1.2 million towards the FY19 goal of \$2.5, with a busy December anticipated.
  - Highlights from the Development and Alumni Relations November 2018 update include: and in-kind gift of scientific equipment from a local corporation; gifts that will be used to create two endowed scholarships with the FSU Foundations for students majoring either in fashion design and retailing or food and nutrition; and for students majoring in nursing.
  - Upcoming Alumni Engagement events will include: Alumni & Friends Holiday Reception on Friday, November 30, 2018 in Boston – where about 126 attendees are expected; and a new online Alumni Book Club has been launched this fall, with 130 participants thus far.
  - There has been a steady growth of followers on social media platforms – Facebook and Twitter.
- Interim Chief Officer of Diversity, Inclusion and Community Engagement Millie Gonzalez presented the following items:
  - "I Act On" Personal Pledge to Support Inclusion – on December 7, 2018 at 10:30 AM the University will join 150 organizations for the largest conversation about bias in the workplace. This initiative led by PwC is part of the CEO Action for Diversity & Inclusion™ "Day of Understanding". It rallies the business community to work collectively across organizations, sectors and geographies to advance diversity and inclusion in the workplace. An event will be held on campus led by Kim Dexter, the Director of Equal Opportunity, Title IX, and ADA Compliance, and Millie Gonzalez, Interim Chief Diversity Officer. A courageous Conversation about Race program will immediately follow.

President Javier Cevallos explained that there have been recent and significant changes to Title IX policies and procedures with proposed changes currently pending. President Cevallos introduced Kim Dexter, Director of Equal Opportunity, Title IX, and ADA Compliance, and Meg Nowak, Dean of Students, to update the Board on the Title IX process and proposed changes. It was explained how the University manages cases that involve the campus community. The presenters shared with the Trustees an FSU Crisis Resources folder that is provided to University employees with at a glance information. The goal is to ensure that the students have an understanding of the reporting process and how they want to work through that process.



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Ms. Dexter and Ms. Nowak provided the Trustees with a memo that summarizes the recently proposed changes to the Title IX policy and procedures; FSU has about 200 designated “responsible employees” .

Chair Foley asked if the student population is aware of the ramifications, and are students provided training periodically. Is there any training during Freshman Orientation, for example? Kim explained that the training begins once they have been accepted and are enrolled at the University. Correspondence is sent to parents and students. There are sessions that address Title IX policies and procedures during Accepted Students Day. There are opportunities to discuss consent and there are healthy dialogues regarding sex. There is also bystander training, and speakers are invited to address students, and faculty and campus community.

Trustee Anthony Hubbard asked how incidents that take place off campus are addressed. Ms. Dexter explained that an incident may for example take place during Spring Break; but may later impact a students’ education on campus – the University does provide support and resources to the affected student.

Once the 60 day comment period has tolled on the proposed changes to the Title IX regulations, the Department of Education (DOE) will review and republish final rules for adoption. FSU and the MA state universities will review their current policy and procedures to make sure that they remain in compliance with whatever the final rules require.

- Student-in-the-Spotlight Alexis Gomez majoring in Graphic Design/Art History, was introduced by Director of the McAuliffe Center Dr. Irene Porro.
  - Mr. Gomez talked about his interdisciplinary collaboration with the McAuliffe Center. He thanked Dr. Porro, the University, and the Board for the opportunities he has had at the University that have advanced his interests and studies; those opportunities have helped him to develop into a professional in his field. Alexis described experiences he has had in his majors, including some international travel. He circulated some samples of his designs for the Moon Landing Apollo Team project.

### 3.0 Student Trustee Report (Trustee Ferguson)

Student Trustee Ayanna Ferguson reported on the following matters:

- The Student Government Association (SGA) has formed an ad hoc Safety committee. The group participated in an annual safety walk on November 26, 2018 with University administrators. The group toured the whole campus highlighting those particularly dark areas, such as - the Ram Tram stops, and the corridor between Dwight Hall and Hemmenway Hall.
- The SGA is working with the Health Center on providing “get well packs” that might include installing a vending machine that is supplied with basic first aid materials for students’ use.
- A recent event featuring Jackson Katz was well attend by campus community and outside community. His presentation was well received and this event was a proud moment for SGA.

### 4.0 Governance (Trustee Hubbard)

Trustee Anthony Hubbard presented highlights from the November Governance Subcommittee meeting:

- Revisions of the By-laws were circulated earlier this month to the full Board of Trustees for review.
- Trustee Hubbard provided a summary of changes to the By-laws including the process for the agenda formation and the use of the simple majority for purposes of establishing a quorum.
- Committees’ Charters were reviewed to reflect the roles they each cover in University activities.

Trustee Brian Herr wanted to confirm that it was ok for the Board to adjust quorum without going to Governor’s Office as it relates to Mass General Law. Secretary to the Board of Trustees Ann McDonald replied yes - the Board can make such change without Governor’s Office approval.

Vice Chair Richard Logan asked about those who attend Trustee meetings remotely– how does that factor into quorum? Secretary McDonald explained that remote attendance can satisfy quorum.

Chair Kevin Foley asked for a motion to approve the By-laws as revised;

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On a motion duly made and seconded, it was voted to approve By-laws as revised.

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### 5.0 Academic Affairs (Trustee Budwig)

Trustee Nancy Budwig noted highlights from the November 2018 Academic Affairs Committee of the Board of Trustees meeting, including:

- Sabbatical requests
- Enrollment Updates
- A report on the longitudinal data regarding the growth and development of online learning since 2001. Deans Scott Greenberg and Yaser Najjar, and Robin Robinson gave a good description of growth of this sector and some successful international programming. Dean Scott Greenberg commented that enrollment equals revenue, and largely attributed to online education. Reciprocity agreements market in other states; Massachusetts is not part of that consortium. University will be able to market nationally and internationally.
- There was a report from CELTTS; 115 faculty participants with tremendous energy.

Provost Linda Vaden-Goad gave a presentation on program growth and budget considerations. She explained the intersection between the budget and academic affairs. The University is using metrics to help analyze program development. Highlights from her presentation included: a review of undergraduate and graduate program enrollments; opportunities for change and growth of programs; discussion on “banked majors and concentrations; and new program development.

The trustees asked for clarification on the 3+3 program with UMASS Dartmouth law school and about how undergraduate double majors are counted.

Trustee Dana Neshe was surprised that Nursing was not part of top results. Provost Vaden-Goad described the University’s nursing program. President Cevallos commented that the University is having conversations with MassBay Community College and the possible expansion opportunity there if clinical options become available.

Trustee Herr commented that our top 10 majors should be included in marketing campaigns. Vice President Dr. Lorretta Holloway explained that the information is shared.

### 6.0 Enrollment and Student Development

Trustee Brian Herr noted highlights from the November 2018 Enrollment & Student Development Committee.

Vice President of Enrollment and Student Development Dr. Lorretta Holloway gave an update on the University’s efforts to assist students with food insecurities. The University is developing an emergency meal bank; and already it has been the largest number of people signed up. Proud to accommodate but sad to know that so many students are in need. The University did not have to convince contributing to the need.

Vice President of Enrollment and Student Development Dr. Lorretta Holloway

Presented on the Board of Higher Education Enrollment Data Release. She reviewed how Framingham State University ranked amongst its sister institutions, and explained how the information was compiled to produce the reports. She encouraged the Board to take a look at the full report available on the Board of Higher Education’s website.

Dr. Holloway presented the DHE data and indicated that our Enrollment and Institutional Research staff had questioned some of the data noting that the peak displaying in Fall of 2014, would more likely calculate at 88% and not 76%. They attributed this likely to changes in coding by the Registrar’s office that might have accounted for the numbers being counted inaccurately. Trustee Emeritus Robert Richards asked if the University can communicate the correct data back to the BHE. Dr. Holloway replied that the University can try to communicate the correct data back to the BHE.

Dr. Holloway encouraged the Trustees to look through the online report and noted that the application offers neat ways to manipulate the data and view the data in different ways.

Dean of Enrollment Management Jeremy Spencer presented on the Predictive Analytics initiative for enrollment management. He reviewed the cost of attendance and how the efficacy of financial aid contributes to meeting the target enrollment goal and its impact of the gap in achieving it. The University can look at its historical enrollment; and if nothing changes we can look at future and make predictions. With a predictive analysis tool the University can attach a score to each prospective student. It will interface with other tools to allow the University to act more strategically with all of its resources.

Chair Foley asked when the tool would be implemented. Dean Spencer explained that they are still at the bid stage for a potential product but that they are hoping to have a tool in place as early as Fall 2019. Trustee Budwig asked if the plan was to use the predictive analysis on one individual or an aggregate, such as a class size in general. Dean Spencer replied that in the RFP they are requesting to have both features included – to be able to look at individual and aggregate.



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Executive Vice President Dr. Dale Hamel commented that the timing of the use of this tool fits well if the state universities are awarded additional scholarship dollars from the Commonwealth’s casino revenue.

7.0 Compliance, Audit, and Risk Committee

Trustee Dana Neshe noted highlights from the November 2018 Compliance, Audit, and Risk Committee (CAR) meeting. She noted that the October meeting was a joint meeting with the Board of Trustees Finance Committee taking a close look at the final audit. Keys items from the audit of particular interest to CAR Committee included the NSLDS data discrepancy. Back in April the Committee received a report on University’s deficiencies. This was timely regarding issuance of federal aid, as it had the potential to impact institutions to offer financial aid.

Tammy Till, Manager of Financial Controls did a terrific job presenting the findings at the November 2018 CAR meeting, and issued an update on programs and the procedures to improve and to ensure that there are not any future discrepancies.

Trustee Neshe also noted updates on the replacement for the Director of Information Security.

Chair Foley noted that Ms. Till also has an opportunity to speak to the CAR committee privately should any concerns arise.

8.0 Administration, Finance and Technology

Chair Kevin Foley highlighted two main points from the November 2018 Finance Committee meeting:

- (1) Review of the final audit full report, good news that it included no qualifications;
- (2) Updates on facilities improvements.

Chair Foley asked the Trustees to review the resolution before them for approval.

The Trustees commented on the following:

- Trustee Herr asked what work needed to be done. Executive Vice President Dr. Hamel replied that the work would include HVAC system repairs, electrical work, and roofing, as examples. A list was included in the full Board meeting packet Finance materials after the cover (blue) sheet.
- Chair Foley and EVP Dr. Hamel added that there is a policy of no more that 5% of debt; if this motion was approved, it would only account for 4%.
- Trustee Herr asked if this included the athletic fields. EVP Dr. Hamel replied yes as the field turf could present a safety hazard if not repaired.

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On a motion duly made and seconded, it was voted to approve financing (maximum principal amount) up to \$1,455,000 through the Massachusetts State College Building Authority (MSCBA) consistent with the attached MSCBA board approval for Student Activities Facilities Improvement costs. Further, Framingham State University agrees to forward-fund, as necessary, identified FSU contribution (Sources of Funds) until such time of various transactions completion.

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9.0 New Business

- There was no new business.

10.0 Public Comment

- There was public comment from President of the MSCA Faculty and Librarians Union, Dr. Robert Donohue regarding failure of the Commissioner of the Board of Higher Education to submit the approved contract for funding, noting a violation of Chapter 150 E(7). Dr. Donohue recognized his faculty colleagues in attendance with him that evening. He noted that the faculty were currently operating under “work to rule” until the contract was funded. He requested that the Board direct President Cevallos to direct the Commissioner to comply with the law and submit the contract for funding.
- Chair Foley thanked Mr. Donohue for his comment.

11.0 Adjourn Open Meeting

- The meeting adjourned at 8:04 PM.

Respectfully Submitted,

Kevin Foley  
Chair



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Framingham State University, Board of Trustees

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Dr. F. Javier Cevallos  
President  
Framingham State University



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### 1.0 Executive Session

An Executive Session of the Framingham State University Board of Trustees was called to order at 8:37 p.m. on Wednesday, November 28, 2018 for the purposes of a report from Campus Police and to discuss collective bargaining matters.

Chair Kevin Foley conducted a roll call vote with the following trustee members present: Hope Bielat, Nancy Budwig, Ayanna Ferguson, Anthony Hubbard, Brian Herr, Richard Logan, Dana Nesche, Fernando Quezada, and Robert Richards. Guests requested to remain included: F. Javier Cevallos, President; Ann McDonald, General Counsel Chief of Staff & Secretary to the Board of Trustees; Dr. Dale Hamel, Executive Vice President and Bradford Medeiros, Chief of Police.

### 2.0 University Police and Campus Safety Report

Brad Medeiros offered a presentation on updates about campus safety and the university police department. He reviewed the University Police mission statement; staffing levels; organizational chart; and duties of the various officers.

Board of Trustee members inquired as to the various positions within the department and their membership in labor unions. The Chief identified the two unions in which his staff are members. The Chief is the only exempt employee on the police force. Trustee Herr asked questions of the Chief relative to personnel matters such as forced call-ins, sufficiency of staffing and general labor management relations of the force.

The Chief reviewed programming offered by the FSU Police department and noted his hope that they will be able to add a part time investigator to the department in the near future.

Chief Medeiros then reported that the department had been armed since 2012. He reported no “mishaps” with firearms with the exception of one situation where a firearm was being cleaned in an unauthorized area that resulted in a disciplinary action. He described extensive training of the officers each year and the upgrading of equipment. The Board members asked a number of questions including:

- *Does the armed police force convey a stronger feeling of safety on campus?*



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- *Answer:* Not sure, but since FSU Police deal with many non-FSU community members on campus, it is helpful in that respect.
- *Do the FSU Police monitor The Warren Center?*
  - *Answer:* Not regularly. There is an MOU in place with the Ashland Police department to monitor The Warren Center routinely.
- *How does FSU's crime statistics compare with other Massachusetts state universities?*
  - *Answer:* FSU has a relatively low crime rate.

The Board of Trustee members inquired about the status of the investigations of the racial incidents from AY 2017-2018 and the recently reported assault on campus. The Chief indicated that both were still open cases, as of yet unsolved. He described the elements of the investigation that the police department had engaged in, including in some cases getting support from the State Police and the FBI.

The Chief also noted the addition of cameras in the residence halls over the summer to serve as deterrents for future criminal activity. A Board member asked about the availability of escorts for students or staff on campus. The Chief described FSU police department's response to these requests. Trustee Hubbard inquired about the record keeping required for the removal of a firearm from its holster. The Chief responded with information about record keeping for use of force. He also described again that there had been no discharges of firearms except for training and that FSU PD had been called in to back up the Framingham Police Department in an active shooter situation in the past.

### **3.0 Collective Bargaining**

The Board of Trustee members discussed the information presented to them by the FSU MSCA Union President, Dr. Robert Donahue at their earlier general meeting.

The members asked President Cevallos to provide some background on the situation which he did. President Cevallos provided the approximate total costs associated with the contract once authorized.

The members discussed their desire to support the faculty and librarians while respecting others duties in the oversight and authorization of the agreement. The group discussed language for composing correspondence with Dr. Donahue in response to his presentation.



# Framingham State University

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The Executive Session was adjourned at 9:37 p.m.

Respectfully submitted by,

Ann S. McDonald  
Secretary to the Board of Trustees

Reviewed and approved by:

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Kevin Foley  
Chair  
Framingham State University, Board of Trustees

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Dr. F. Javier Cevallos  
President  
Framingham State University