



BOARD OF TRUSTEES

BOARD MEETING ■ SEPTEMBER 25, 2019 7:15 P.M. ■ ALUMNI ROOM, MCCARTHY CENTER

In Attendance: Hope Bielat, Nancy Budwig, Beth Casavant, President Cevallos, Olivia Beverlie, Mike Grilli, Brian Herr, Anthony Hubbard; Robert Richards (Emeritus).

Absent: Dana Neshe.

Call to Order:

Chair Kevin Foley called the meeting to order at 7:15 p.m. and welcomed Trustees to the first meeting of the academic year.

1.0 Chair's Report

Chair Foley asked for a motion to approve the consent agenda that included the following:

- Minutes (May 22, 2019)
- Personnel Actions

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On a motion duly made and seconded it was voted to approve the consent agenda including the minutes from the May 22, 2019 Board of Trustees meeting, and the personnel actions report.

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Chair Foley welcomed incoming Trustees: Beth Casavant and Olivia Beverlie.

Chair Foley reminded Trustees about the upcoming Board of Higher Education Trustee Professional Development event. The DHE Statewide Trustee Convening is taking place on Thursday, October 31, 2019 at 9:30 am at the Double Tree Hotel, Westborough, MA.

For the past two years, DHE has held its annual trustee conference in the spring. After consultations with campus leadership, including trustees and other stakeholders, they have decided to change the gathering to the Fall. This will allow the DHE the opportunity to share system objectives earlier in the academic year. Hopefully, this will help inform annual and comprehensive presidential evaluations, as well as institutional strategic planning.

However, in lieu of a full-day conference with varied afternoon breakout sessions, during this transition year they will conduct it a little differently. This year's convening will exclusively focus on how Trustees collectively advance the system's Equity Agenda. In addition to providing



BOARD OF TRUSTEES

BOARD MEETING ■ SEPTEMBER 25, 2019 7:15 P.M. ■ ALUMNI ROOM, MCCARTHY CENTER

Trustees with updates on the DHE's work in this area, they look forward to sharing best practices and hearing from each the Trustees on this important work that is taking place on individual campuses.

Additionally, and separate from the October convening the DHE will offer its trustee orientation training module at least twice during the 2019-2020 academic year- in the Fall (September 27th) and in the Spring (TBD).

Chair Foley reviewed the new Board of Trustees Meeting Structure. He explained that it as it did this evening, it would start with the Committee meetings preceding the full BOT meeting; with a working dinner through Finance Committee meeting. Chair Foley added that any feedback on the new structure from the Trustee members is welcomed.

Chair Foley set aside the agenda to give campus members from the MSCA in an opportunity to speak on a number of issues of concern including the payment of increases to their part-time members and the proposed academic reorganization.

2.0 President's Report

President Javier Cevallos remarked on the items below:

- President Cevallos welcomed and introduced new members of the Executive Staff: Dr. Angela Salas – Provost and Vice President for Academic Affairs joined the team in June; and Dr. Constanza (Connie) Cabello – Vice President for Diversity, Inclusion and Community Engagement who joined the team in July.
- Updates:
 - Dr. President Cevallos shared that it was a successful homecoming last weekend and that classes are off to a good start.
 - The President referred to the recent student arrest that occurred on campus due to an outside investigation of the student's activities.
- Vice President of Diversity, Inclusion and Community Engagement Report – Ms. Connie Cabello highlighted the following item from her report:
 - Recent activities of the campus-based Hispanic-Serving Institution Taskforce including the definition of a Hispanic-Serving Institution (HSI) in Title V of the Higher Education Act – not for profit institutions of higher education with a full



BOARD OF TRUSTEES

BOARD MEETING ■ SEPTEMBER 25, 2019 7:15 P.M. ■ ALUMNI ROOM, MCCARTHY CENTER

time equivalent (FTE) undergraduate student enrollment that is at least 25 percent Hispanic

- Dr. Cabello stated that although there is currently no federal definition for “Emerging HSIs, *Excelencia* in Education Identifies emerging HSIs as institutions with an undergraduate FTE Hispanic enrollment between 15 and 24 percent which FSU would qualify under (our enrollments are at about 17%).
- Development and Alumni Relations Report – Mr. Eric Gustafson briefly described highlights from his report including:
 - Fundraising
 - Mr. Gustafson reported that the University has exceeded its fundraising goals - FY19 goal of \$2,500,000, raising a total of \$4,090,944 for the period July 1, 2018 – June 30, 2019.
 - He highlighted a few notable gifts from his report.
 - Alumni Engagement
 - Mr. Gustafson noted that Summer is the slowest time for Fundraising, but shared that it was a busy summer on the Alumni and Engagement side – with events at the Cape, Maine, Worcester, and San Diego all with great attendance. A busy upcoming year is also planned and Eric encouraged Trustee participation.
 - Mr. Gustafson explained that now with the University back into the academic year, there will be focus on supporting academic departments and connecting with alumni.
- Student-in-the- Spotlight

President Cevallos invited Dr. Desmond McCarthy – Professor and English Department Chair, and The Gatepost Advisor - to introduce Nadira Wicaksana for the Student-in-the-Spotlight presentation. Student-in-the-Spotlight Nadira Wicksana, is an English Major, with a Journalism Concentration, and the Editor-In-Chief for The Gatepost. Ms. Wicksana began by describing her background, an immigrant working class family from Indonesia, and her beginnings in North Carolina. She also described her experiences as a DACA student and the impact that had on her family. Her studies began in math, science, and computer science, but after an introduction to Dr. McCarthy, Nadira was able to hone in her talents and passion as an English major and journalist. Even when she encountered some financial instability, she was grateful for the support by numerous



BOARD OF TRUSTEES

BOARD MEETING ■ SEPTEMBER 25, 2019 7:15 P.M. ■ ALUMNI ROOM, MCCARTHY CENTER

individuals that allowed her to continue her studies at FSU. Nadira remarked that she does not know if this would have happened at any other University. Wicksana described her experience in the program as life-changing.

3.0 Student Trustee Report

Student Trustee Olivia Beverlie reported on the following items:

- Students are expressing concern about wi-fi connectivity issues. They are reaching out to Information Technology to address the concern in classrooms and residence halls.
- The Annual Safety Walk is scheduled for October 8 at 6 PM, with President Cevallos, Dr. Dale Hamel, and Dr. Lorretta Holloway.
- The Administrators Forum is scheduled for October 22 at 7:30 PM. There was training at the student leadership retreat to help students prepare questions. SGA Fall Elections will be held soon. A Trustee asked about diversity by student participants and Student Trustee Beverlie replied that she will try to collect statistics on diversity.

4.0 Academic Affairs Committee (Trustee Budwig)

Trustee Nancy Budwig provided highlights from the Academic Affairs Committee meeting.

- There was discussion about the big three priorities for the Board of Higher Education and their strategic priorities with a focus on access in regards to retention.
- Provost and VP for Academic Affairs Dr. Salas presented restructuring idea, and listening to the faculty about their concerns.

Trustee Budwig noted at the end of the meeting those in attendance had a chance to share hopes and aspirations for the year.

5.0 Compliance Audit & Risk Committee

Chair Kevin Foley provided updates from the Compliance, Audit & Risk Committee, on behalf of Committee Chair Trustee Dana Neshe. Chair Foley explained that there would be a joint meeting of the Compliance, Audit and Risk meeting with Finance October 9, 2019 to review the audit.

6.0 Enrollment and Student Development Committee



BOARD OF TRUSTEES

BOARD MEETING ■ SEPTEMBER 25, 2019 7:15 P.M. ■ ALUMNI ROOM, MCCARTHY CENTER

Trustee Herr briefly remarked about the work of the Enrollment and Student Development Committee and invited Dr. Lorretta Holloway to provide highlights.

- Financial Aid - Dr. Holloway explained that they are looking at how the University looks at financial aid and will decide if changes need to be made based on the type of students the University is enrolling.
- Marketing and Communications - Commercials and marketing campaign released new videos for move in day and housing.
- International education and study abroad programs have moved into the ESD Division. Dr. Holloway highlighted an increase in participation, 40 percent students of color are going abroad, much higher than national average of students going abroad. She highlighted that it was a successful summer with the China program, and that there are discussions of expanding the program to two location next summer.
- Career Services hosted their largest recruitment event to date in early September.
- Enrollment - Highlights from Enrollment, Dean Jeremy Spencer report. The University is taking a close look at comprehensive headcount. This year fewer transfer deposit; new entering student targets was higher than anticipated. Dean Spencer pointed out in report that overall headcount based on registration is broken down by different students and class years. The work that Drs. David Merwin and Vincent Ferraro have developed assist enrollment efforts and will be able to provide a compressive and robust look at trends and projections.

Discussion: Vice Chair Richard Logan asked how targets looked for next year.

Dr. Hamel added that Ms, Ann Casa, Associate Director of Institutional Research is working with the Registrar, and once that information is obtained we can take a look at targets for next year.

Dr. Holloway added that at the November board of trustees meeting a fuller report will be provided with the final student census completed in October.

Trustee Budwig commented that she remembers last year that processes and procedures to reduce melt and that there were efforts made to increase human contact to prospective students and attributed the success to those efforts.

Trustee Herr asked how can this help us in marketing and brand awareness, and how do we feel about the opening of the year.

Dr. Holloway expressed that people seem openly enthusiastic.

Student Trustee Beverlie commented that as a Foundations program peer mentor, she has seen more engagement from new students at events.



BOARD OF TRUSTEES

BOARD MEETING ■ SEPTEMBER 25, 2019 7:15 P.M. ■ ALUMNI ROOM, MCCARTHY CENTER

7.0 Governance Committee

Trustee Anthony Hubbard provided updates from the Governance Committee report. The Committee members met on September 17, 2019, and reviewed the status of trustee membership including current appointees and vacancies. The Committee also reviewed plans to roll out a Board of Trustees self-assessment slated for later in this academic year. The committee reviewed various instruments, and Ann McDonald indicated that we will likely have the capacity to manage the administration of the survey in house at FSU rather than through outsourcing. The committee is looking to develop some longitudinal data since this is only the second assessment to be completed so we will likely use a similar instrument as last time to that end. The assessment will be administered in December 2019 and January 2020 - with results being tabulated and returned to the governance committee in March for a full promulgation with the BOT our retreat in May.

Dates proposed for the May retreat are currently May 20 or 21, 2020. Our next Governance Committee meeting is scheduled for March 3, 2020.

8.0 Administration, Finance and Technology Committee

Trustee Mike Grilli reported highlights from the September Finance Subcommittee meeting:

- Investments and the budgets are receiving their benchmarks. Trustee Grilli is pleased with the way that they are being managed. Prior to remarks on the budget, Trustees Grilli noted that the report by Dr. Holloway in regards to the “melt” on transfers was less than that they were accustomed to. Finance was hoping for 3 percent from the State, and received the high end of the expectation. One cautionary note – as the University makes projections into the coming years with demographics about enrollment it will take quite an effort to have a similar report this time next year.

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On a motion duly made and seconded it was voted to approve the FY2019 Independent Audit of Financial Statements Delegation to the Board of Trustees Finance Committee (the “Finance Committee”) and the Board of Trustees Compliance, Audit and Risk Committee (the “C.A.R. Committee”) authority to review and approve the FY2019 Independent Audit of Financial Statements in order to meet Office of the State Comptroller’s deadline of October 15, 2019 for submittal. {A joint meeting of the Trustees Finance and C.A.R. Committees has been scheduled



BOARD OF TRUSTEES

BOARD MEETING ■ SEPTEMBER 25, 2019 7:15 P.M. ■ ALUMNI ROOM, MCCARTHY CENTER

for October 9 for review of financial statements.} Final and approved financial statements will be provided to the full Board of Trustees at its next regularly scheduled meeting.

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

Chief of Staff, General Counsel and Secretary to the Board of Trustees, Ann McDonald, Esq. provided updates on the following items

- Digital Content Distribution – distribution of board meeting materials and resources accessible from University issued iPad and uploaded via secure software. Ms. McDonald asked that each Trustee complete and return a sign off sheet regarding the University’s Acceptable Use Policy and IT Asset and Inventory policy.
- BOT Professional Development Opportunities – workshops and trainings for trustees and roles as trustees. She asked that trustees contact her if they are interested in registering to attend.

10.0 Presidential Review Committee (Trustee Budwig)

Trustee Nancy Budwig acknowledge the Committee members and reviewed the process and the data that was used to produce the report for the presidential review. She reviewed the schedule that the group followed for the production of the evaluation and indicated that the document had been completed.

Chair Foley asked for a motion to approve the following recommendation of the Board of Trustees Presidential Review Committee



BOARD OF TRUSTEES

BOARD MEETING ■ SEPTEMBER 25, 2019 7:15 P.M. ■ ALUMNI ROOM, MCCARTHY CENTER

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On a motion duly made and seconded, The Framingham State University Board of Trustees (the "Trustees") hereby approves the recommendation of the Board of Trustees Presidential Review Committee for submission of the evaluation of President F. Javier Cevallos to Commissioner Carlos Santiago of the Department of Higher Education with the accompanying compensation recommendations.

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11.0 New Business

There were no new business items.

12.0 Public Comment

- There was public comment from representative of the MSCA Faculty and Librarians Union, Dr. Virginia Rutter regarding failure of the Commissioner of the Board of Higher Education to submit the funding, noting a violation of --- . Dr. Rutter recognized her faculty colleagues in attendance with her that evening. She requested that the Board direct President Cevallos to direct the Commissioner to comply with the law and submit funding.
- Chair Foley thanked Dr. Rutter for her comment.

13.0 Adjourn Open Meeting

Chair Foley announced that the board would enter executive session following the completion of the open meeting to discuss collective bargaining. He explained that the board would not resume open meeting after executive session.

Chair Foley called for a motion to adjourn the open meeting of the Board of Trustees.

On a motion duly made and seconded, it was unanimously voted to adjourn the open meeting of the Board of Trustees.

The open meeting adjourned at 8:29 p.m.



Framingham State University

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Respectfully Submitted,

Kevin Foley
Chair
Framingham State University, Board of Trustees

Dr. F. Javier Cevallos
President
Framingham State University



BOARD OF TRUSTEES

MINUTES, EXECUTIVE SESSION ■ BOARD MEETING ■ SEPTEMBER 25, 2019 6:30 P.M.

■ ALUMNI ROOM, 303 – MCCARTHY CENTER

1.0 Executive Session

An Executive Session of the Framingham State University Board of Trustees was called to order at 8:30 p.m. for the purposes of discussion about collective bargaining matters.

In Attendance: Hope Bielat, Nancy Budwig, Beth Casavant, President Cevallos, Olivia Beverlie, Mike Grilli, Brian Herr, Anthony Hubbard; Robert Richards (Emeritus).

Absent: Dana Neshe.

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 Legal Administrative Assistant Emmanuella Gibson.

2.0 Collective Bargaining

The Board of Trustee members discussed the information presented to them by the FSU MSCA Union representative, Dr. Virginia Rutter at their earlier general meeting.

The members asked President Cevallos to provide some background on the situation which he did. President Cevallos provided the process by which the 9 state institutions approximate total costs associated with the contract, and delays in calculations and numbers.

The members discussed their desire to support the faculty and librarians emphasizing the importance of improving morale. The group provided guidance to the President for his work with the other state university presidents and discussed support of President Cevallos' resolution to resolving the matter by making payment to the part-time faculty as soon as possible.

The Executive Session was adjourned at 8:51 p.m.



Framingham State University

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MINUTES, EXECUTIVE SESSION ■ BOARD MEETING ■ SEPTEMBER 25, 2019 6:30 P.M.

■ ALUMNI ROOM, 303 – MCCARTHY CENTER

Reviewed and approved by:

Kevin Foley
Chair
Framingham State University, Board of Trustees

Dr. F. Javier Cevallos
President
Framingham State University