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

In Attendance: Trustees Logan, Foley, Bryan, Budwig, Diaz (via video-conference), Grilli, Herr (by phone), Hubbard, Richards (Trustee Emeritus)

1.0 Chair’s Report

Trustee Nancy Budwig updated the Board of Trustees members with a follow-up from last year’s Presidential Evaluation. Trustee Budwig addressed the past presidential review and the upcoming presidential review; and she shared a response from Commissioner Carlos Santiago of the Department of Higher of Education.

Chair Richard Logan announced that because we have individuals participating at the meeting remotely. As a results, votes would be conducted by roll call.

Chair Logan asked for a motion to approve the open meeting and amended and corrected executive session minutes of the January 24, 2018 board of trustees meeting; and approval of the Personnel Actions List

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On a motion duly made and seconded, it was voted by roll call to approve the minutes of the open meeting; the amended and corrected executive session minutes of the January 24, 2018 board of trustees meeting.

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2.0 President’s Report

President Javier Cevallos’ remarks included the following:

- Student Financial Aid - 70% received financial aid; 73% Pell loans; and 31% grants. Further updates will be offered in the Finance Subcommittee reports.
- March 21st – successful Legislative Breakfast.
- The Supreme Justice Court approved transfer of Danforth to Foundation.
- Interim Chief Officer of Diversity, Inclusion and Community Engagement Millie Gonzalez updated the Board on the following:
  - Barbara Holland, consultant, training “Interrupting Racism”.


BOARD OF TRUSTEES

MINUTES □ BOARD MEETING □ APRIL 4, 2018  6:30 P.M.

- Beacon Awards
- Upcoming Events include: Veterans community collecting event, featured in the Boston Globe; Women Making History Now; Speaker/Author Angie Thomas, book *The Hate You Give*; Women’s Affinity Group hosted discussion around the Ted Talk “The Power of Vulnerability”; Disabilities Affinity Group co-sponsored award-winning documentary *DEEJ*, with a discussion led by screenwriter and subject of the film DJ Savarese.

- Pathways Internships, highlights on blue sheet
- Campus Climate Surveys – three campus climate surveys will be released to the campus community at the end of March. Results will be disaggregated and report will be released in May.

- Courageous Conversations – volunteers trained by faculty and conversations to take place in March and in April.

- Director for College Access & Community Engagement Colleen Coffey updated the Board on the Framingham State University, MassBay Community College, MetroWest College Planning Collaborative, for Framingham Public Schools & Milford Public Schools. A great opportunity for our schools and our community regarding Early College Initiative where half of MetroWest is not involved in post-secondary education. The impact of a changing demographic. Ms. Coffey’s entire position is based on the surrounding community. Her highlights included:
  - Aligns curriculum and pedagogy across organizations; enhancing career pathways between high school, college, and the workforce.
  - Early College Designation Plan – MetroWest Early College Pathways serves middle and high school youth – grades 8 – 12 – in Framingham and Milford, focuses on: Business Management; Education; Sociology/Criminal Justice; and Life Sciences/Stem.
  - Four pillars to success: (1) Dual Enrollment, (2) College Readiness, (3) Career Connections, and (4) Wraparound Support Services.
  - The projected impact of the program will be seen in FY22

- Student-in-the-Spotlight Alyssa Figueiredo was introduced by Kelly Kolodny, Chair of Education Department.

- Ms. Figueiredo talked about her experience as a student with a Major in Psychology, Coordinate in Elementary. This included, education course application in field studies; writing of lesson plans and professional relationships with mentors in the field. Ms. Figueiredo is also president of the education club on campus; they hosted a world’s teacher’s day event where President Cevallos was the special guest speaker. She is a member of the Honor’s Society, and enjoys participating in community service outreach events, such as the Thanksgiving Food Drive for Head Start Families. Ms. Figueiredo is also an active student leader and participant in various events and activities such as, the Ready to Read Program (United Way), FSU Family
3.0 Student Trustee Report

Student Trustee Karl Bryan reported on the following matters:

- Student Samantha Lewis reported on Alternative Spring Break activities, namely Ms. Lewis’ trip with the University to the Dominican Republic, where she participated in the project health care in the classrooms - Dream Project. It was important for her to participate especially in her senior year. Engaged with professor on the trip. Experienced culture on the ground. She was able to understand the residents and their experience on the island. Ms. Lewis would like to see this experience more accessible to other students on campus.

- Spring Break Activities: Student Trustee Bryan reported on Alternative Spring Break trip to Memphis, TN – painted motivational messages on abandoned house; boarded up windows; help to set up urban garden – provides local farming to low income communities; participated in the outreach community service of refugee center.

- March 5th was Student Advocacy Day - visit to the State House
  - Meet with legislature
  - Health bill – regarding students who are covered by their parents’ health insurance

- Renaming the Residence Hall:
  - Renaming to Mary Miles Bibbs
  - About 100 student signatures were collected in support

- SGA Budget – increased over 2016-2017

Trustee Budwig asked if students have to pay to participate in alternative spring break activities. Student Trustee Bryan replied that there is a cost of about $300 to those who participate, regardless of financial situation. Some are self-paid, while others have an opportunity through fundraising. Students are welcomed to speak to SILD to discuss options. Trustee Budwig commented that these are important issues of belonging and sense of community. Vice President for Enrollment and Student Development Dr. Lorretta Holloway explained that the biggest issue is space not cost; Ms. Holloway added that it is a rigorous and competitive process to be elected to go on the trip; you must commit not just to going on the trip, but also to fundraising, etc. Trustee Bryan added that, for example, there were 100 applicants, but only 70 accepted.
4.0 **Academic Affairs Subcommittee** (Trustee Budwig)

Trustee Nancy Budwig noted highlights from the March Academic Affairs Subcommittee of the Board of Trustees meeting, including:

- Strategic Plan metrics and initiatives, Commissioner requests to focus on top metrics
- New graduate program, Professors Tam and Moysey to present
- New undergraduate major
- Trustee Budwig noted the work from the College of Science, Technology, Engineering, and Mathematics Dean Dr. Margaret Carroll, STEM scholars program – cutting edge at what a university should be doing for retention and access for all students. The program has designed program for at-risk students where they can (1) achieve academic success, and (2) have a sense of belonging in the FSU community with a 90% retention rate.
- Honors Program – booklet with application process and guidelines and templates
- Updates from direct reports
- Presentation on MBA Concentration in Biotechnology Operations from Dr. Steve Moysey – Director of MBA Program, and Dr. Sunny Tam – Director of PSM Biotechnology.
  - Discussed the development of the program
  - Program is driven by labor growth projections
  - Currently working with Marketing & Communications on marketing the program

Vice Chair Kevin Foley inquired how have organizations received the program? Dr. Tam replied that there has been positive reception from MetroWest organizations. Dr. Tam noted that they are also planning to market to undergraduate alumni. The program include guest lecturers from community businesses and organizations.

5.0 **Enrollment and Student Development Subcommittee** (Trustee Herr)

Trustee Brian Herr noted highlights from the March Enrollment & Student Development Subcommittee meeting:

- Branding – update, new brochures to create one brand
• Report from Manager, Digital Communications and Interactive Media Sara Mulkeen regarding accessibility:
  o Ensure that our website access is achievable from different digital platforms
  o Federal sets our standards, and the Web Team at FSU develops the designs and templates accordingly; 100+ users add content to the website
  o Web Team is working to create a culture of accessibility for all the content via several mediums, includes email and Blackboard, website, etc.
  o Accessibility and Framingham.edu
  o Striving to create a “website that is usable by people of all abilities of disabilities”
  o Assistive technology – pulls the design out and reads content, if audio it will add captions to video
  o Moving away from designs that may, for example, trigger seizure disorders; the web team can remedy by giving voice commands
  o Other examples, web team can train content editors to use proper headings, make content readable, upload accessible documents
  o Resolution with OCR; working on fixing identified issues
  o Working group – this week first user group will help test different tasks

• Vice President for Enrollment & Student Development Dr. Lorretta Holloway distributed a handouts with the admission comparison update
  o Admissions team working to complete incomplete applications;
  o Acceptance numbers are up
  o Preparing for Accepted Students Receptions the next upcoming two weekends

5.0 **Compliance, Audit and Risk Subcommittee** (Trustee Neshe)

Chair Logan asked Rachel Trant, Assistant Vice President for Finance & Business Services to give a brief report:

• Ms. Trant explained that Tammy Till, Manager for Financial Controls was introduced at the March CAR Subcommittee meeting.
• Ms. Trant noted that Tammy is working on redesigning overall framework of quality assurance program
• Ms. Trant explained a review of travel costs was recently completed; this includes a review of airfare tickets
• Ms. Trant called upon Tammy Till for additional comments; Ms. Till explained that signers this week went well
Ann McDonald, Esq., Chief of Staff & General Counsel, Secretary to the Board of Trustees presented the report from the Compliance, Audit and Risk Subcommittee on behalf of Trustee Dana Neshe:

- Manager of Financial Controls, Tammy Till – provided an introduction and background information about her role on campus. The intent is to perform internal assessments and then work with departments within the university to address any gaps or concerns related to operational controls. Recently a travel review was conducted and additional reviews will be done in accordance with a schedule that is currently under development for implementation.
- Bryce Cunningham & Patrick Laughran from the Information Technology department presented on a number of risk and compliance matters. They discussed the university’s efforts to secure data and to raise awareness of risk and vulnerabilities to the employees through training and other activities such as “phishing” exercises.

6.0 Chief of Staff & General Counsel, Secretary to the Board of Trustees

Ann McDonald, Esq., Chief of Staff & General Counsel, Secretary to the Board of Trustees gave a brief update:

- Summary of the Conflict of Interest Law for State Employees disclosure
- Presidential Evaluation for 2017-2018

7.0 Governance Subcommittee (Trustee Hubbard)

Trustee Anthony Hubbard reported highlights from the March Governance Subcommittee meeting:

- Board of Trustees Retreat - is scheduled for May 12 from 9:00 – 12:00 at the Warren Center. Trustee Hubbard thanked the board for completing the survey which yielded 100% participation. He explained that the Subcommittee is currently working on the development of retreat agenda, that will include some opportunities for Board members to get better acquainted with one another; and it will also include a presentation on issues facing higher education, and information on best practices for effective Board of Trustees. Rita Colucci, Esq. and Ann McDonald, Esq. will facilitate the discussions and present.
• By-laws - Ann McDonald will complete a review of our existing Trustee By-laws that was initially initiated by Rita Colucci. The Subcommittee will review and make recommendations for any changes.

• Proposed Meeting Dates for AY2018-2019 – the Governance Subcommittee approved the proposed board of trustees meeting dates for 2018-2019

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On a motion duly made and seconded, it was voted by roll call to approve the proposed board of trustees meeting dates for 2018-2019.

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8.0 Administration, Finance and Technology (Trustee Grilli)

Trustee Mike Grilli asked for a motion to approve the Personnel Actions items.

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On a motion duly made and seconded, it was voted by roll call to approve the Personnel Actions List.

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

• Trustee Grilli explained that at the next finance meeting invited Foundation to join and discuss investment options and strategic initiatives that may help enhance our return

• Budget update
  o There will be an impact on student fees
  o No staff budgets authorized
  o Collective bargaining
  o Strategic initiatives will need to be revisited
  o Library and Crocker Hall on the list for refurbishing
  o Reemphasized good news about Danforth closure
9.0 New Business

- Chair Richard Logan announced that he would not be seeking a fourth term as chairperson. Call on Governance Subcommittee to develop a slate of officers for a vote at the May full board of trustees meeting.
- Trustee Emeritus Robert Richards congratulated Chair Dick Logan and his teammates for being the first FSU basketball team inducted into the Hall of Fame.
- Question from Trustee Brian Herr regarding pricing for renting out of FSU facilities.

10.0 Public Comment
- There was no public comment.

11.0 Adjourn Open Meeting
- The meeting adjourned at 8:04 PM.

Respectfully Submitted,

Richard C. Logan
Chair
Framingham State University, Board of Trustees

Dr. F. Javier Cevallos
President
Framingham State University