



BOARD OF TRUSTEES

April 25, 2024

Minutes

Loughman Living Room, Scanlon Hall

A live stream of the meeting for public viewing also took place on YouTube.

MEMBERS PRESENT: Chair Ali Salehi, Vice Chair Melissa Alvarado, Secretary Dr. Gloria Williams, and Trustees, Paul Boudreau, Daniel Currier, George Gilmer, Theresa Jasmin, Dr. Robert Martin, Chris Montemayor, and William Reichelt

MEMBERS EXCUSED: Madeline Landrau

Also present were Westfield State University President Dr. Linda Thompson, and cabinet members Dr. David Caruso, Dr. Michael Freeman, Richard Lenfest, Jr., Lisa McMahon, Dr. LaRue Pierce, and Stephen Taksar.

Chair Salehi called the meeting to order at 3.10 PM and announced the meeting was being livestreamed and recorded.

MOTION made by Trustee Currier seconded by Trustee Gilmer, to approve the minutes of the February 8, 2024 meeting. There being no discussion, **motion passed unanimously.**

Chair Salehi thanked the supporting staff to make the meeting possible. He's also thankful for the health and safety of this campus. The search Committee for the new Provost has been working diligently and the President will make an announcement soon. An active search involving students for a new JEDI Vice President will commence in September.

President's Report. Dr. Thompson discussed past and upcoming events on campus, Keeper of the Dream, General Clara Adams-Ender Presentation and Supporting Our Super Women Speaker Series, Mary Lou McDonald Reception, Blue Diamond Ball, CURCA Presentations 2024, Neighborhood Advisory Board party, and Fresh Check Day. Our Strategic Planning Committee has an operating strategy by focusing on 3 topics; (1) Optimizing value to our students, (2) financial stewardship and (3) focus on campus culture.

Student Trustee Report. Trustee Currier opened his presentation with campus life update and discussed 2nd annual Notecard-a-thon to help achieve funds for a new laboratory. HE went on to talk about Student Spotlights, Relay-For-Life event, and SGA Projects.

Governance and Nomination Committee. Committee Chair Melissa Alvarado updated the Board on it's upcoming self-assessment, and Association Governing of Boards National Conference in Boston.

Enrollment Management and Student Affairs Committee. Committee Chair William Reichelt updated the Board on discussions held in the committee meeting on April 16, 2024. Enrollment is trending in the right

directions despite FAFSA issues.

Advancement, Marketing, and External Relations Committee. Committee Chair Dr. Gloria Williams updated the Board on discussions held in the committee meeting. Summer conferences maximizing revenues and events occurring around 185th anniversary.

Trustee Boudreau left the meeting at 4:06 PM.

Academic Affairs Committee. Committee Chair Dr. Robert Martin updated the Board on discussions held in the committee meeting and presented the following Motions approved by the committee.

MOTION made by Trustee Currier, seconded by Trustee Alvarado, to approve the granting of promotion to the rank of Associate Professor, effective September 1, 2024, to:

Dr. Charles DiStefano Political Science
Dr. Ashley Evanoski-Cole Chemical & Physical Science
Dr. Mao-Lun Weng Biology

The granting of promotion to the rank of Professor, effective September 1, 2024, to:

Dr. Peter Coutsouridis	Music
Dr. Sinuk Kang	Communications
Dr. Joan Kuhnly	Nursing
Dr. Liem Nguyen	Accounting & Finance
Dr. Marcia Scanlon	Nursing
Dr. Robin White	Biology

The granting of promotion to the rank of Senior Librarian effective September 1, 2024, to:

Ms. Rebecca Brody	Library
-------------------	---------

There being no discussion or abstentions, **motion passed unanimously.**

MOTION made by Trustee Currier, seconded by Trustee Reichelt, to approve the granting of tenure, effective September 1, 2024, to:

Dr. Amanda Salacinski	Sports Medicine and Human Performance
Dr. Lauren DiCarlo	Environmental Science

The granting of tenure with automatic promotion, effective September 1, 2024, to:

Dr. Roderico Acevedo	Chemical & Physical Science
Dr. Maureen Dimock Clark	Social Work

There being no discussion, **motion passed unanimously.**

Financial Affairs and Advancement Committee. Committee Chair George Gilmer updated the Board on discussions held in the committee meeting with third quarter FY23-24 budget with being 2-3 million for operating budget. The following Motions approved by the committee;

MOTION made by Trustee Jasmin, seconded by Trustee Currier, to approve capital project allocation of up to \$800,000 to replace the hot water system in Lammers Hall over the next two fiscal years. This may involve implementing a temporary solution in FY25, in collaboration with the MSCBA, in planning for a full system replacement in FY25-FY26. The funding source for this project is FY24 residence hall bond refinancing and restructuring. Any unspent capital project funding for this project will be rolled over into the FY25 budget. There being no discussion, **Motion passed unanimously.**

MOTION made by Trustee Montemayor seconded by Trustee Currier To approve the recommendation to fully fund pool repairs estimated at \$4,000,000 using the revised funding plan in the 5-Year Critical Repair Plan. This plan already assumes the use of \$1,000,000 in reserves and allocates another \$1,000,000 from campus savings/reserves to fully fund the pool repair project. Further, it is anticipated that most of the repairs will be completed in FY25 but not all, requiring the reserve funds to roll over into the next fiscal year. There being no (further) discussion, **Motion passed unanimously.**

MOTION made by Trustee Alvarado, seconded by Trustee Williams to approve the allocation of \$25,160 from Student Activity Reserves as requested in the March 29, 2024, memorandum from the Director of Student Activities, Involvement, and Leadership (SAIL). The student fees generated in this account were accumulated over a period of time and are managed by the Student Government Association (SGA) in conjunction with their advisor. The total fund balance in the Student Activity Reserve account, as of June 30, 2023, is \$381,991.52.

There being no discussion, **Motion passed unanimously with Trustee Currier abstaining.**

Discussion: Trustee Alvarado noted that policy indicates that the SGA doesn't need to come to the Board in the future to allocate monies, it can be approved through VP Stephen Taksar.

MOTION made by Trustee Jasmin, seconded by Trustee Currier to accept the newly revised investment Policy (0430), as presented. There being no discussion, **Motion passed unanimously.**

Audit Committee. Committee Vice Chair William Reichelt updated the Board on discussions held in the committee meeting which included a final audit by Boston Consortium. The committee presented the following Motions approved by the committee.

MOTION made by Trustee Martin, seconded by Trustee Reichelt, To approve engaging the financial audit services of WithumSmith & Brown, PC, for FY24. There being no discussion, **Motion passed unanimously with Trustee Currier abstaining.**

Other Business. Board Chair Salehi's is looking forward to the KPI's being drafted and the Strategy Plan coming forward. Also, there will be turnovers on the Board due to terms being fulfilled.

There being no further business,

MOTION made by Trustee Alvarado, and seconded by Trustee Landrau, to adjourn. **Motion passed unanimously.**

Meeting adjourned at 4:45 PM.

Attachments:

- a. Draft Minutes of February 8, 2024 Full Board meeting
- b. President's Presentation
- c. Student Trustee Presentation

Academic Affairs Committee:

- d. Motion – Promotion to Associate Professor, Professor and Senior Librarian

b. Motion- of Tenure

Financial Affairs Committee:

a. Motion – Capital Project Allocation

b. Motion – Pool Repairs

c. Motion – Student Activity Funds

d. Motion – Investment Policy (0430)

Audit Committee:

e. Motion – Engaging with WithumSmith & Brown PC

Secretary's Certificate

I hereby certify that the foregoing is a true and correct copy of the approved minutes of the Westfield State University Board of Trustees meeting held on April 25, 2024.

Dr. Gloria Williams, Secretary

Date