



BOARD OF TRUSTEES
Special Meeting
May 26, 2022
Minutes

Meeting held virtually via Zoom

In accordance with Massachusetts Gov. Charlie Baker's Executive Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, § 20 dated March 12, 2020.

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

MEMBERS PARTICIPATING REMOTELY: Chair Dr. Robert Martin, Vice Chair Ali Salehi, Secretary Lydia Martinez-Alvarez and Trustees Melissa Alvarado, Paul Boudreau, Chris Montemayor, William Reichelt, Chloe Sanfacon, and Dr. Gloria Williams

MEMBERS EXCUSED: Trustees Theresa Jasmin and Madeline Landrau

Also participating remotely were Westfield State University President Dr. Linda Thompson, Interim Provost and Vice President for Academic Affairs Dr. Juline Mills, Dean of Assessment and Accreditation Dr. Brian Jennings, Assistant Vice President for Strategic Finance and Institutional Planning Maria Feuerstein, Chief of Staff Dr. Michael Freeman. Joining later in the meeting were Interim Vice President for Institutional Advancement Lisa McMahon, Director of Athletics Richard Lenfest, and Special Assistant to the President for Community and Governmental Affairs Timothy Rooke.

The meeting was called to order at 4:00 PM by Chair Martin. It was announced that the meeting was being livestreamed and a roll call of Trustees as listed above was taken. [All except Trustee Reichelt].

Chair Martin shared that a glide path model would be used to align the University's finances with enrollment updates by managing enrollment, utilizing fees, and the commitment of just under \$2 million in reserves for the FY23 budget. Examining expenditures and the budget next year will reflect alignment with enrollment. [Trustee Reichelt joined the meeting at 4:05 PM]

President's Report. President Thompson provided a brief update on student and campus events. The newly approved Master's in Social Work program will start in the fall. Campus climate survey results will be presented in June. Dr. LaRue Pierce, Vice President of JEDI, will start July 1. The \$1,000 by 1,000 people campaign has received up to \$75,000 to fund bridge scholars. The state provided \$62,000 for student internships, matched partially by the Foundation. The University will receive \$500,000 from the state for nursing program equipment.

Ratification of Motion to Approve Additional Bonding from Massachusetts State College Building Authority (MSCBA) for Dining Hall Equipment. Trustee Salehi shared that the Executive Committee approved additional bonding from MSCBA to secure further funding for Dining Commons equipment at a low rate. Interest rates since then have increased significantly.

MOTION made by Trustee Salehi, seconded by Trustee Martinez-Alvarez, to ratify the Executive Committee's approval on January 19, 2022, of the following:

On December 16, 2021, the Westfield State University Board of Trustees approved an FY22 capital project request for \$1,300,000 to replace the dish washing machine/conveyer system in Tim & Jeanne's Dining Commons. One million funded from new bonding and \$300,000 funded from available campus capital funds.

The University seeks approval to increase the request of bond funding from the MSCBA from \$1,000,000 to \$1,400,000 for additional capital project needs in Dining Services. The total project cost would be \$1,700,000.

The additional \$400,000 in funding will be used to secure critical aging equipment as detailed in the supporting documentation. The final additional amount may be less based on any significant interest rate changes.

There being no discussion, **ROLL CALL VOTE** passed motion unanimously with Trustees voting in the affirmative: Alvarado, Boudreau, Martinez-Alvarez, Montemayor, Reichelt, Salehi, Sanfacon, Williams, and Martin.

Metrics / Dashboard. A draft dashboard was presented at the January 27, 2022, meeting to be used as a thermometer on institutional health and to track the progress of objectives. Feedback from that meeting has been incorporated into the streamlined set of metrics tying the Strategic Plan to the Board of Higher Education (BHE) initiatives to create the dashboard presented today. The Board was questioned on whether the dashboard gives them the information needed to make decisions on the effectiveness of the University. Academic Affairs will fill the dashboard with data and bring it to the October Board meeting.

Provost Mills reviewed the metrics for each section of the dashboard, followed by discussion:

- The National Survey of Student Engagement (NSSE) will be moved from Culture to Student Experience. This survey will be sent to students every fall.
- The benchmarks will be prepared for the October meeting and then dates selected for each one to align with specific periods.
- Learning outcomes will be added to a similar dashboard in the future.
- Student Affairs is using the Ready app to track events and attendance, providing the ability to collect data faster.
- New program innovation is particularly important. Historically that is where growth has occurred.
- It was mentioned that 44 metrics is a large number to manage data. It was stated that most of the data to support the metrics is already being collected. More data points provide more accurate reporting on the health of the institution, which is important for securing accreditation, grants, and funding from the community, businesses, and politicians.
- Every June, retention for the year and the NSSE survey results will be discussed.
- The Board will be the primary reviewers of the dashboard to understand the health of the institution, but it should be shared with the broader campus community.
- Measurements should include sustainability and environmental awareness per recent student reports to the Board.
- Facilities Condition Index is important to understand deferred maintenance and would include calculating the total estimated repair cost and maintenance divided by the replacement value of the

building for a poor, fair, or good metric. This will be part of the campus master plan and will help understand the physical and financial health of the buildings, including the residence halls debt.

- The DHE is investing in technologies to make data more accessible, which will assist us in having rapid on-demand data on the website.
- The Equity Agenda Enrollment Goal will incorporate Title IX compliance, converting accepted students, and JEDI concerns.
- A link can be provided to provide ratios on the diversity of faculty.
- Data from comparable universities can be benchmarked by consistently using the NSSE survey, BHE website, and national reporting on IPEDS.

Additional comments or recommendations should be communicated to Provost Mills and Dean Jennings.

There being no further business, **MOTION** made by Trustee Williams and seconded by Trustee Alvarado, to adjourn. There being no discussion, **ROLL CALL VOTE** passed motion unanimously with Trustees voting in the affirmative: Alvarado, Boudreau, Martinez-Alvarez, Montemayor, Reichelt, Salehi, Sanfacon, Williams, and Martin.

Meeting adjourned at 5:31 PM.

Attachments presented at this meeting:

- a) Motion – Approval of Additional Bonding from Massachusetts State College Building Authority (MSCBA) for Dining Hall Equipment
- b) MSCBA Additional Bond Approval (Memo)
- c) MSCBA Additional Bond Approval (Equipment List)
- d) Performance Metric Dashboard