

Fitchburg State University
Board of Trustees

Minutes of Meeting

Held at Fitchburg State University
Fitchburg, Massachusetts

On

February 1, 2011

FITCHBURG STATE UNIVERSITY BOARD OF TRUSTEES MEETING
Tuesday, February 1, 2011
12:15 p.m.
President's Conference Room
300 Highland Avenue, Fitchburg, MA 01420
Sanders Building

Trustees Present: Gregg Lisciotti, Matthew Costello, Carol Vittorioso, Robert Pontbriand, Martin F. Connors, Jr., David Mullaney

Trustees Absent: Gladys Rodriguez-Parker, Cynthia Stevens, Beverly Farias

Also Present: Robert Antonucci, Gail Doiron, Jessica Murdoch, Michael Shanley, Jay Bry, Sheila Sykes, Michael Fiorentino, Jr., Cathy Canney, Sean Goodlett, Steve Swartz, Shirley Wagner, Paul Weizer, Sherry Horeanopoulos

The meeting was called to order by Chairman Lisciotti at 12:16 p.m.

The Chair opened the floor for public comments. There were none.

The consideration of the minutes from November 30, 2010 was presented.

Upon a motion duly noted by Mr. Pontbriand and seconded by Mr. Mullaney it was

Voted: to approve the minutes of the meeting held on November 30, 2010 as
(6-0) presented.

President Antonucci next introduced Dr. Shirley Wagner, and Dr. Paul Weizer, co-chairs of the NEASC Committee. He said the visiting NEASC team will be here in 2012 and he will bring the Board updates as we move forward.

Dr. Wagner said we have to submit a 100-page report to respond to the 11 standards. We have created a steering committee and various subcommittees that include faculty, staff, students, alumni and board members. A very broad based group of people continue to work to put the self-study report together. They are working on different standards and some have been compressed within the subcommittees. We are posting the information on a website and using Blackboard. We need to have the first draft by September 2011 and there is no pushing that deadline if we want NEASC to look at it. An English faculty member will oversee the writing so the document speaks with one voice.

Dr. Weizer said that the committees which make up over 100 people include all segments of the university. It is broad based and free range to explore everything for that is what a self study is. People are looking at things outside their immediate area and in a sense looking "outside the box." At the end of the day the study needs to focus on items we did not address during the last visit. We also want to use the study for what we need to do in the future.

President Antonucci said the NEASC standards are the same for all institutions, public and private schools. He commended everyone involved for their work. It's good for the university to go through

the process. He especially thanked Dr. Wagner and Dr. Weizer for their time and leadership.

Dr. Wagner noted that each subcommittee's co-chairs include a faculty member and an administrator. There is a real strength in that structure.

President Antonucci said this will be a series of updates and the NEASC visiting team will want to meet with the Trustees.

Dr. Fiorentino next provided a brief update on enrollment. He referred to the document distributed. They use the fall enrollment numbers that we submit to the Board of Higher Education. He works closely with Ms. Pamela McCafferty, Dean of Enrollment, to compile the report. The bottom line is that we have increased enrollment. We would like to remain at around 3,800 students. We are making decisions now for the next year and given the number of applicants we are not worried about next years numbers.

President Antonucci expressed his concerns for the triple room housing that we experience in the fall and by the spring semester it balances out. The reasons that this happens are students withdraw due to academic issues, transfer to other institutions, or decide college isn't for them. He stated it was a juggling act financially and we need to watch how the cash flows with the fluctuating student population. We are in decent shape but the triples in the Residence Halls were a concern.

There was a discussion on the make up of student population.

Chairman Lisciotti next gave the Finance and Administration report. President Antonucci stated Mr. Connors, President and CEO of Rollstone Bank and Trust, would not participate in discussions that may include potential investments with the bank. He informed the Board that Mr. Lisciotti chaired the Finance and Administration committee.

Mr. Lisciotti said the committee met at 11:00 a.m. that morning to talk about investments. The university has money invested in the Commonfund and are looking to invest elsewhere. An RFP was sent out in conjunction with other institutions. The university received responses from Eaton Vance, Enterprise Bank & Trust, and Rollstone Bank and Trust. The committee held a lengthy discussion and would like to move forward in moving the university's investments.

President Antonucci said this parallels what we did with the Foundation and we are talking about the same strategy. He asked for any questions. There were none.

Ms. Vittorioso next gave the Student Affairs report. She met with the Student Government Association Executive Board. The purpose of the meeting was to inquire of any concerns, criticisms or compliments and to bring up any issues. Mr. Eric Gregoire, Student Government President, attended the meeting. The SGA Executive Board also approached students in the dining hall to solicit their opinions. As anticipated, parking was a concern. The students thought too many permits were given out without enough spaces. Students paid \$100.00 for a permit and ended up parking at the Civic Center where no permit is required. They also were aware that some faculty parking spaces were eliminated with the construction of the Science Building. Faculty can park in any lot and took up student spaces. They felt they were not given prior notice.

Ms. Vittorioso stated the increase of fees and affordability was a concern for the students. They talked briefly on the proposed budget. They were concerned with the pricing of textbooks in the bookstore

when they could get them elsewhere less costly.

Mr. Lisciotti asked if they discussed the book rental program. Mr. Costello responded that the rental program affected only certain books and was somewhat limited.

Ms. Vittorioso asked the students about safety. They said with the increased lighting and tree trimming along with the Campus Police's responsiveness when called upon, safety had improved. They also were concerned with the location of the May commencement.

President Antonucci said commencement would take place on the quad as it has in previous years, but the stage will now be on the new porch of Thompson Hall moving the layout of the ceremony.

Ms. Vittorioso said the last topic was the name change from College to University and had asked what the feel on campus. They said for them being upper classmen, it was not a huge deal but they were excited. They thought freshmen would be excited and perhaps graduates' job prospects may improve having graduated from a University. They liked the new logo and signage, and the smokestack name change. They were surprised at how fast it was changed. There were complaints about the money spent to make the changes. She relayed to them the money spent was inconsequential compared to other items and necessities. Students overall seemed happy and safety had improved.

President Antonucci said meetings with the city regarding increased lighting and tree trimming have made a huge improvement. We partnered with them and contributed funding to the project.

President Antonucci next presented the job actions taken since the last meeting. They are as follows:

Resignation

Katherine Thompson Effective: 12/31/2010	Building Director Housing & Residential Services MS	\$26,666.25
Karen Sharpe Effective: 1/21/2011	Exec. Dir. of Institutional Development Alumni & Development BA	\$76,000.00
Jennifer Keene-Crouse Effective: 2/4/2011	Financial Aid Counselor Financial Aid M.Ed.	\$36,000.00
Rachel Boersma Effective: 1/10/2011	Associate Professor Nursing Ph.D.	\$67,079.06
Thomas Pellingier Effective: 5/31/2011	Assistant Professor Exercise & Sports Science Ph.D.	\$53,909.81

Termination

Joanne Soczek	Environmental Safety Officer	\$49,390.45
Effective: 1/3/2011	Capital Planning & Maintenance	
	BS	

New Hire

Kathryn Wells	Assistant Librarian	\$51,000.00
Effective: 12/12/2010	Amelia V. Gallucci-Cirio Library	
	MLS	

Sheila Schreiner	Assistant Professor	\$54,000.00
Effective: 1/16/2011	Biology/Chemistry	
	Ph.D.	

Laura Maguire	Instructor (One Semester Temp)	\$27,500.00
Effective: 1/16/2011	Nursing	
End Date: 5/31/2011	MS	

Monica Maldari	Instructor (One Semester Temp)	\$25,000.00
Effective: 1/16/2011	Exercise & Sports Science	
End Date: 5/31/2011	MS	

Rehire

Heather Thomas	Staff Assistant/Mass Transit Coord.	\$32,272.84
Effective: 12/6/2010	Student & Academic Life	
	BS	

Change in Title Only

Pamela McCafferty	From: Dean of Enrollment Mgmt.	\$112,953.40
Effective: 9/4/2010	To: Dean of Enrollment Management/ Director of Financial Aid/Student Accts. Enrollment Management MA	

Change in Status (Union, Title, Salary)

Mark LeBlanc	From: Administrative Asst. II	From: \$42,715.92
Effective: 1/24/2011	(AFSCME)	
	To: Assistant Registrar (APA)	To: \$46,000.00
	Registrar's Office	
	MS	

Change in Schedule/Salary (9 credits to 10 Credits)

Tara Mariolis	Instructor (Part Time)	From: \$41,931.37
Effective: 11/28/2010	Nursing	To: \$42,557.31
	MS	

Change from Part Time to Full Time Temporary

Anne Meyer	From: Instructor (Part Time)	From: \$53,376.27
Effective: 1/16/2011	To: Instructor (Full Time Temp)	To: \$58,017.68
	Nursing	
	MS	

Sabbatical Deferment

Randall Grometstein	Associate Professor	\$58,891.88
From: Spring 2011	Behavioral Sciences	
To: Spring 2012	Ph.D.	

John Chetro-Szivos	Associate Professor	\$61,563.91
From: Spring 2011	Communications Media	
To: Spring 2012	Ph.D.	

½ Year Sabbatical with Pay (Fall 2011)

Abdulkeni Zekeria	Associate Professor	\$71,019.46
Effective: 9/1/2011	Mathematics	
End Date: 1/14/2012	Ph.D.	

Jane Fiske	Professor	\$81,631.27
Effective: 9/1/2011	Humanities	
End Date: 1/14/2012	DMA	

Meledath Govindan	Professor	\$82,962.15
Effective: 9/1/2011	Biology/Chemistry	
End Date: 1/14/2012	Ph.D.	

Michael Hoberman	Associate Professor	\$58,119.18
Effective: 9/1/2011	English	
End Date: 1/14/2012	Ph.D.	

½ Year Sabbatical with Pay (Spring 2012)

Christopher Picone	Associate Professor	\$59,916.79
Effective: 1/15/2012	Biology/Chemistry	
End Date: 5/31/2012	Ph.D.	

Marjorie Ness	Associate Professor	\$63,056.08
Effective: 1/15/2012	Humanities	
End Date: 5/31/2012	DMA	

Irene Martyniuk	Professor	\$72,298.49
Effective: 1/15/2012	English	
End Date: 5/31/2012	Ph.D.	

Aruna Krishnamurthy	Associate Professor	\$60,405.71
Effective: 1/15/2012	English	
End Date: 5/31/2012	Ph.D.	

Rala Diakite
Effective: 1/15/2012
End Date: 5/31/2012

Associate Professor
Humanities
Ph.D.

\$59,916.79

Laura Baker
Effective: 1/15/2012
End Date: 5/31/2012

Associate Professor
Economics, History & Political Science
Ph.D.

\$59,724.70

University staff and faculty have received increases in accordance with Collective Bargaining Agreements/Department of Higher Education approval.
(N03-10/11)

President Antonucci stated all collective bargaining and non-unit increases have been awarded except those non-unit members with salaries above \$100,000.00. This was the decision from the Department of Higher Education. He referred to the letter in the packet from Commissioner Freeland concerning no salary increases for presidents. He expressed his displeasure with the inequities with non-unit members making over \$100,000.00 that were not granted salary increases while there were faculty and administrators making over \$100,000.00 that were given increases.

President Antonucci next gave his report. He asked for patience as we remove the snow from around campus given the unusual amount of storms this year. He publicly commended the facilities staff for their work given the tight footprint of the campus. He said commencement was terrific and thanked Trustees Gregg Lisciotti, David Mullaney, Carol Vittorioso, Matthew Costello and Beverly Farias for participating. He said the Science Building is coming along and they are on the project everyday despite the weather. We are currently on schedule and on budget. He updated the board on the Development Office vacancies and the two jobs that are posted given the departure of Ms. Karen Sharpe, former Executive Director of the Foundation, who has taken a job at Worcester State University. In the interim, Mr. Michael Shanley, Dr. Michael Fiorentino, Jr., and he will assist with responsibilities. Ms. Sheila Sykes, Vice President for Finances and Administration will "step up to the plate" and manage the day-to-day operations. He thanked her for taking on the added responsibilities. He informed the Board that the Council of Chief School Officers & the State Higher Education Executive Officers association created a national steering committee and have asked him to serve to help the needs of students k-16. He also has been reappointed to another term on the NCAA Division III President's Council.

President Antonucci referenced the enclosures included in the packet. They are as follows:

Enclosures:

- Letter from Commissioner Richard M. Freeland regarding Fiscal Year 2011 Salary Increases
- FSU Account Activity and Performance – Commonfund
- Annual Operating Budgets FY2010-FY2012
- News Articles
- Commencement Program

Mr. Lisciotti requested a motion to go into Executive Session for the purpose of contract discussions.

Upon a motion duly noted by Mr. Mullaney and seconded by Mr. Pontbriand it was voted by roll call (6-0) to go into Executive Session at 12:49 p.m.

Open session would reconvene following the conclusion of Executive Session.

Open session reconvened at 1:05 p.m.

Mr. Lisciotti presented the FY2011 budget adjustment vote in the amount of \$2 million dollars.

Upon a motion duly noted by Mr. Pontbriand and seconded by Mr. Mullaney it was

Voted: to approve a fiscal year 2011 budget adjustment for \$2 million dollars to the capital line
(6-0) item within the FY2011 Trust Fund Report for improvements that contribute to the revitalization of the campus. (05-10/11)

President Antonucci said this was realignment and no change to the bottom line of the budget. These funds will be used to renovate the first and third floor of Miller Oval faculty offices, the Highland Avenue project, and the Conlon Lobby, along with other projects. It is the continuation of on-going projects.

The consideration of the Executive Session minutes from November 30, 2010 was presented.

Upon a motion duly noted by Mr. Mullaney and seconded by Mr. Connors it was

Voted: to approve the Executive Sessions minutes of the meeting held on November 30, 2010 as
(6-0) presented.

With no further business before the Board, the meeting was adjourned at 1:07 p.m.

Respectfully submitted:



Robert A. Pontbriand, Clerk
Board of Trustees

**Fitchburg State University
REQUEST FOR BOARD ACTION**

TO: Board of Trustees	DATE: February 1, 2011
FROM: The President	REQUEST NUMBER: 05-10/11
SUBJECT: FY2011 Budget Adjustment	

It is requested that the Board of Trustees approve a fiscal year 2011 budget adjustment for \$2 million dollars to the capital line item within the FY2011 Trust Fund Report for improvements that contribute to the revitalization of the campus.

Approved

FEB - 1 2011

**Fitchburg State University
Board of Trustees**

