

Minutes of Meeting Held on April 30, 2013 at 4:00 p.m.

**FITCHBURG STATE UNIVERSITY BOARD OF TRUSTEES MEETING**

**Tuesday, April 30, 2013**

**4:00 p.m.**

**Leominster Credit Union Meeting Room (214)**

**160 Pearl Street, Fitchburg, MA 01420**

**Hammond Hall**

Trustees Present: Robert Babineau, Jr., Anna Maria Clementi, Martin F. Connors, Jr., Nathan Gregoire, Michael Mahan, Carol Vittorioso

Trustees Absent: Frank O'Donnell, Don Irving, Anthony Mercadante, Gladys Rodriguez-Parker, Cynthia Stevens

Also Present: Robert V. Antonucci, Robin Bowen, Jay Bry, Cathy Canney, Cathy Daggett, Gail Doiron, Sean Goodlett, Meledath Govindan, Chris Hendry, Meg Hoey, Kelli Lundgren, Jessica Murdoch, Jennifer Perkins (Director of the Office of Trustees), Michael Shanley, Steve Swartz, Paul Weizer

The meeting was called to order by Chairman Vittorioso at 4:00 p.m.

Chairman Vittorioso opened the meeting requesting any public comments.

President Antonucci introduced and welcomed Ms. Jennifer Perkins, the new Director of the Office of the Trustees.

The consideration of the Board of Trustees minutes from March 26, 2013 were presented.

Upon a motion duly noted by Dr. Babineau and seconded by Mr. Gregoire it was

**Voted:** to approve the minutes of the meeting held on March 26, 2013 as presented.  
**(5-0)**

President Antonucci then introduced the science building team who presented an update on the building. The team consisted of Mr. Alfred Wojciechowski (CBT Architects), Mr. Michael Dumaresq (Bond Brothers, Inc.), and Mr. William Dulong (DCAM).

The President stated we are not paying anything towards the Science Center. The funding is paid by the state. The Lieutenant Governor and DCAM has helped with the Science Center, the Hammond roof project and energy audits. President Antonucci recognized efforts by both DCAM and Mr. Bry.

Mr. Wojciechowski then provided an update on the building. There are two steps to the project; the new science building and the renovation of the Condiak Science Building. Equipment and faculty are set to move into the new science center in June. Following that move, the renovation will begin on the Condiak building with plans to have it online in 2014. The President took a tour of the building recently and was very pleased. It is a state-of-the-art building which will benefit our students.

Mr. Gregoire asked the capacity of the lab and classrooms in the new science building. Dr. Hoey stated there are 8 Biology labs and 3 Chemistry labs along with faculty research labs. The classrooms will be located in the Condiike building after renovation is complete. The labs have 6 tables of 4 and the classroom capacities will be in the range of 24.

With no further questions, the President thanked the team and introduced the Hammond Hall team to the group so they could provide an update on the Hammond building. The team consists of Mr. Alex Adkins (DiMella Shaffer Architects), Mr. Tom Leclerc (Lee Kennedy Company) and Ms. Leigh Warren (MSCBA).

The President stated the building far exceeds expectations and students, staff and faculty are all very happy with the project.

Mr. Mahan joined the meeting at 4:15pm.

Ms. Warren and Mr. Adkins provided a brief update stating the project started in 2010 with a building study of Hammond. There were three goals for the space, remediate the building structure (roof, operations, elevator), improve access (connections and entrance) and improve location and configurations of uses of space.

The President added that the building is being used more than ever and the ongoing construction has not been an issue with traffic. He also stated that at some point, the library will need to be looked at for renovation. The President said he has seen many student centers in many institutions, however ours is the best he has seen.

Board members all reflected their appreciation and happiness with the building. President Antonucci stated he will keep the Board apprised with periodic updates on building progress.

The President then thanked the group and turned the meeting over to Chairman Vittorioso for the budget update.

Chairman Vittorioso stated that the Finance and Administration Committee met on April 26 to discuss the FY2014 budget. She mentioned at the end of her update, the Board would have three votes. She stated this is a draft budget and will not be final until June. It is hopeful that the budget remains the same with no changes. If there are any changes, the budget will be re-visited.

The FY2014 budget shows an increase of 6.3% over FY2013. As a result, there will not be a student fee increase; however there will be a \$275 Capital increase which is used for the development of Hammond Hall and the parking expansion project. Even with this increase, we will still be left with a deficit. Current reserves will be used to cover that deficit.

President Antonucci stated that if the Senate budget doesn't have the same budget numbers, we will have to revisit student fees. We are working closely with the Senate to ensure the budget remains the same as the House proposed. He also mentioned that the state has funded the collective bargaining increases, which hasn't happened in the past. All in all the President feels this is a conservative budget.

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

**Voted:** to accept the recommendation and implement a Capital fee increase \$275  
**(6-0)** presented for FY2014.

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

**Voted:** to accept the FY2014 budget as presented.  
**(6-0)**

Upon a motion duly noted by Ms. Clementi and seconded by Mr. Gregoire it was

**Voted:** to accept the recommendation to roll forward the ongoing capital project funds  
**(6-0)** into the FY2014 budget.

The President thanked the Board and mentioned this was a very brief overview of the budget, but that the Finance & Administration Committee spent a lot of time reviewing and asking questions.

Ms. Clementi then gave a brief overview of the proposed Chemistry major. In 1990s the university did have Chemistry major, however due to low enrollment, the major was eliminated. There is now an increased interest in a Chemistry major. We currently have 40 Chemistry minors and by adding one additional course, we can offer a Chemistry major. Ms. Clementi stated that with the new Science Center nearing completion, it is a perfect time to offer the major. Marketing the major with the new building is a great idea.

Ms. Clementi turned the meeting over to Dr. Bowen, Dr. Govindan and Dr. Hoey to present the recommendation to add Chemistry major.

Dr. Bowen stated the Chemistry minor has increase from 31 to 40 since 2010 and there is growing student interest in the program. She said there is a significant need in the area and the region. Upon reviewing the curriculum, we noticed only one additional course needed to be offered to provide the Chemistry major. In addition to that course, a number of electives would also be offered to provide additional breadth to the program.

Further, Dr. Bowen stated the cost to add the major would be approximately \$90,000 and that the revenue is anticipated to be over \$300,000 over a four year period.

Dr. Govindan and Dr. Hoey also added that they feel this is the right time to offer this major with the new science center nearing completion. Dr. Hoey stated we have a young, energetic faculty pool that keep students excited about Chemistry.

Mr. Gregoire stated he supports this major as it offers additional opportunities to our students and additionally should attract additional students to Fitchburg State.

President Antonucci pointed out that upon the Board's approval, a written proposal would be presented to the BHE for review.

Upon a motion duly noted by Mr. Gregoire and seconded by Mr. Mahan it was

**Voted:** to accept the recommendation to offer a new Chemistry major at Fitchburg  
**(6-0)** State.

Next Ms. Clementi gave an overview of the First Generation Parent Program. She explained that this program would offer one free course at the university for the parents of a first generation student. Ms. Clementi feels this is a great idea and a wonderful humanitarian effort.

Dr. Bowen explained that a number of first generation parents are still relatively young and we might be able to entice them to gain interest in obtaining their degree as they still have a number of years left to work. She stated these courses could be online or on campus and would have to be a non-prerequisite course. Dr. Bowen also stated that those parents would also be eligible for financial aid.

Dr. Babineau thinks this is a wonderful idea and asked if this had been tried at any other institutions. Dr. Bowen is not aware that it has been tried elsewhere.

Dr. Bowen thinks this shows a sense of community at no cost to the university.

Upon a motion duly noted by Ms. Clementi and seconded by Mr. Gregoire it was

**Voted:** to accept the recommendation to offer a First Generation Parent Program  
**(6-0)** as presented.

The President then presented the recommendations for the FY2014 Board of Trustees slate of officers. Recommended are:

- Chairman – Carol T. Vittorioso
- Vice Chairman – Martin F. Connors, Jr.
- Clerk – Anna Maria Clementi

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

**Voted:** to approve the FY2014 Board of Trustees slate of officers as presented.  
**(6-0)**

President Antonucci mentioned the personnel notifications. Along with the notifications, he was pleased to announce that Mr. Jay Bry has been promoted to Vice President of Finance & Administration and also that Ms. Cathy Daggett has been promoted to Comptroller. It was also noted that the university will not be filling Mr. Bry's previous position of Chief Operating Officer. He also noted that Ms. Emily Austin Bruns has been hired as the Director of Alumni Relations.

President Antonucci then gave his report. He mentioned that Fitchburg State has been selected for an energy audit with DCAM. Mr. Bry further explained that this audit is outside the Bond cap and includes the entire campus. Over the next year, the university will work with DCAM to identify savings.

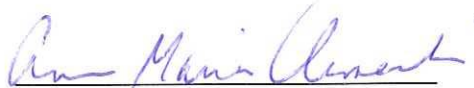
The President then mentioned end of year activities. This is a very busy time on campus. A few notables:

- The Special Olympics were held last week
- Congresswoman Tsongas will have office hours on campus
- The Fitchburg State Cheerleaders came in first place at the Jam Fest
- The athletic season is winding down
- The graduate Commencement is scheduled on Thursday, May 16 and the graduate ceremony is scheduled on Saturday, May 18

Ms. Vittorioso requested the Board go into Executive session at 4:50 p.m. to discuss honorary degrees. Open session would not reconvene after the conclusion of Executive Session.

With no further business before the Board, the meeting was adjourned at 4:50 p.m.

Respectfully submitted:



Anna Maria Clementi, Clerk  
Board of Trustees