

BOARD OF TRUSTEES
JOINT MEETING OF THE ADMINISTRATION & FINANCE COMMITTEE
AND THE FACILITIES AND BEAUTIFICATION COMMITTEE
Fitchburg State College
President's Conference Room, Sanders Building
300 Highland Ave, Fitchburg, MA 01420

Minutes of Meeting Held on July 20, 2010 at 10:30 a.m.

Committee Members Present: Chairman Martin F. Connors, Jr., David Mullaney,
Carol Vittorioso, Gregg Lisciotti, ex-officio

Trustees Present: Robert Pontbriand, Matthew Costello

Also Present: Robert V. Antonucci, Gail Doiron, Michael Shanley,
Karen Sharpe, Michael Fiorentino, Jr., Jessica
Murdoch, Cathy Canney, Gail Feckley, Sean
Goodlett, Sheila Sykes

The meeting was called to order by Chairman Connors at 10:32 a.m.

President Antonucci discussed the new open meeting law changes and expectations. He said beyond the posting of the date, time and location, we now must clearly delineate agenda items to be discussed. The Board must adhere to the agenda. He noted at the today's meeting posting included the agenda, which was sent to the Attorney General's office. Once their website is completed it will be posted there. He said no votes would be taken at this meeting. If we violate the new open meeting law changes, all Board members are responsible. Any material that is given out now needs to be included in the minutes of the meeting. The minutes need to reflect more of the discussion of the meeting. A draft of the minutes must be made available within 10 days of the meeting. He asked if there were any questions; there were none.

President Antonucci stated the budget has been passed but \$800,000 was not included. None of the vetoes impacted higher education. If the \$800,000 is reinstated, we could get it back.

President Antonucci next discussed collective bargaining and the unions acceptance of contract provisions. The appropriation for collective bargaining is in effect for two years without raises. He explained the lack of raises for each of the unions. He asked for any comments from Ms. Gail Feckley, AFSCME Union Representative, and Dr. Sean Goodlett, MSCA Chapter President. Dr. Goodlett responded that the majority of the MSCA board accepted the provisions and they will be back at negotiations within a year. He said it was a tough round and hopes the next round of negotiations will be better. Ms. Feckley was unaware of AFSCME accepting the concessions but would look into it.

President Antonucci briefly discussed trust funds. He said the student fee increases are

capped at \$1,250.00 for the year. We split the fee increase to \$450.00 for the fall semester. We should know by January if we need to exercise the Trustees approved flexibility with the fee increase. We have granted sabbaticals for the first semester and are caught up from outstanding sabbatical requests. He anticipates FY2012 being a difficult time.

Mr. Mullaney asked about the provisions to get to the \$1,250.00 increase. President Antonucci responded that the second semester is where we would initiate the increase. He said although we may lose a few students we typically get new and transfer students in January.

President Antonucci distributed and discussed the FY2010 and FY2011 Operating Budgets sheet. (attached)

President Antonucci informed them of the Golf Tournament's success. He thanked Board members Mr. Gregg Lisciotti and Mr. Martin F. Connors, Jr., who served as co-chairs, and Ms. Carol Vittorioso and Mr. Matthew Costello for attending. The tournament raised \$70,000.00 for scholarships. He commended Ms. Karen Sharpe, Executive Director of Institutional Advancement and her staff for their efforts.

President Antonucci announced the University Status bill passed the house and senate, which the Governor has 10 days to sign. It looks like a done deal. There was a discussion on the bill.

Mr. Connors said we need to think of what this name change is going to cost the college. President Antonucci responded that we have been preparing for a few years in a variety of ways. He said many of our athletic uniforms, materials and other signage just say Fitchburg State.

Mr. Lisciotti publicly thanked President Antonucci for his time and effort with the Council of Presidents in getting the bill passed and especially in the past few months.

President Antonucci said when it first started it didn't mean much until Bridgewater and Salem got aggressive and therefore we all needed to establish the same designation. It has been an interesting process.

President Antonucci distributed and discussed the Proposed Capital Budget and Examining Backlog Against Various Peer Groups sheets. (attached)

Mr. Bry next discussed the repair and maintenance items. Our tech rating is very low given the age of the campus. We need to modernize our space and the equipment that goes with it. Other colleges are participating in the benchmarking process. President Antonucci said some projects we were going to do this year were postponed. If there is an emergency and the money is not allocated we will make changes to the plan. The campus is old. The plan is in bits and pieces. He said in the past, there has been some neglect of the campus and we are paying for it now.

Ms. Vittorioso asked about the Chartwells matching funds. President Antonucci responded by extending their contract by five years at which they then match the funds

we put in for renovations and upgrades. We are tied into them longer but we survive with this type of arrangement.

Mr. Bry commented that the “new” dining hall is four years old and chairs need to be replaced already. He said about 4 million people have passed through the dining hall in the past few years.

Mr. Mullaney stated he appreciated the handouts, which were easy to follow. There was a discussion on different pools of money that included Capital, Operation & Maintenance budgets and Division Capital Asset Management (DCAM) funds.

President Antonucci next distributed the Total Project Spending sheet. (attached)

Mr. Bry said we are spending more than our peers but we are spreading it out better. President Antonucci clarified that the percentages are the same but the dollar amount is greater compared to our peers. The reasoning is that we are an old campus.

Mr. Bry said we are expecting a decent piece of money from DCAM because we do plan ahead. We go to them prepared with detailed plans and we have a good relationship with them.

Mr. Connors asked how projects get on the list. President Antonucci responded that we had a state study done a few years ago. The administration went through the list and rely heavily on Mr. Bry and his staff for information. He consults with the faculty on items and office space needs. We basically look at what will break first.

Mr. Bry said we can look ahead to what we need to do when we move departments and offices. He gave the example of moving the Registrar’s Office into the Anthony Building, which gets that space ready for the new Science Building renovations.

Mr. Mullaney asked about the estimates of projects being bid upon. Mr. Bry said many projects have come in under bid. Mr. Mullaney suggested capitalizing on the trend for when the industry comes back, things will be more costly, it may be worth doing the work now. There was a discussion.

President Antonucci said projects being done this summer include accessibility issues. The Hammond Building will be a \$10 million dollar renovation project scheduled in FY2011-FY2012.

Mr. Bry said we need to look at the next category to do soon for we are at a point where time does not permit for more projects. We are at our capacity to fulfill projects.

Mr. Mullaney asked about bidding the projects together. He suggested packaging the projects together to make things easier. Mr. Jay responded we are limited and there are certain restrictions with the process. He said we do work consistently with a few architects and contractors. There was a discussion.

President Antonucci informed the committee on various projects. The Health Services Office has moved into Russell Towers. They now have more privacy when servicing students and it looks beautiful. The Cedar Street Residence has a new roof, replacement windows in Aubuchon, Anthony Building final phase to be done in August, Conlon faculty offices are being finished, and work in Mara Village common area. There are also major classroom renovations taking place. Mr. Bry said we have 30 student workers painting various areas of the campus as well.

President Antonucci said we are going with a different design on the Thompson Hall porch so that it matches the building. It will have a long porch to keep with the aesthetics of the building and for safety purposes. It will solve the problems we have had in the past with the existing stairs.

Mr. Connors asked about the McKay School facilities. President Antonucci explained the school usage agreement with the City of Fitchburg. The city pays us for the use of the building and we pay for some salaries along with building maintenance and utilities. It's a good deal for all involved.

Dr. Fiorentino noted that there are two schools in the building, McKay Elementary school accommodating kindergarten to fourth grade, and Fitchburg Arts Academy housing grades fifth to eighth. There was a discussion on the McKay School building history.

President Antonucci stated our next need is an academic building that is strictly academic. The Miller Building needs work and it is so old we are just sinking money into it. He said in the fall we will look at what we need to do next. Mr. Mullaney suggested perhaps a parking garage next to the Recreation Center.

There was a discussion on students going from class to class from various campus buildings.

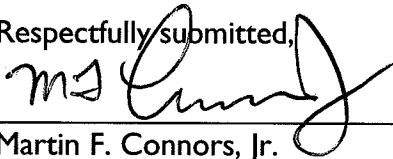
Ms. Feckley asked about the Highland Avenue conversion. President Antonucci explained the closure of Highland Avenue and his meeting with town officials. The street itself will be two ways up to the president's parking lot and the rest of the street will be closed to traffic. Mr. Bry said the next step is meeting with architects and then meeting with the Fitchburg City Council in the fall. Ms. Feckley said that would provide nice green space for the campus.

President Antonucci said we should break ground sometime in the fall for the new Science Building regardless of who our next Governor is. He noted the Main Street property has been demolished and, now in that space, is a fenced-in lawn area. The city is supposed to be dealing with the other properties surrounding it. He said the Fitchburg State College Foundation, Inc. has reached its limit in property purchases.

President Antonucci said this meeting has brought everyone up-to-date and was more of an informational meeting. He asked for any questions and there were none.

With no further business before the Committee, the meeting was adjourned at 11:45 a.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "MFC", written over a horizontal line.

Martin F. Connors, Jr.
Chairman, Finance & Administration
Board of Trustees