

Minutes of Meeting Held on March 5, 2012 at 10:30 a.m.

**FITCHBURG STATE UNIVERSITY BOARD OF TRUSTEES MEETING
NEASC MEETING
Monday, March 5, 2012
10:30 a.m.
President's Conference Room
300 Highland Avenue, Fitchburg, MA 01420
Sanders Building**

Trustees Present: Robert Babineau, Anna Maria Clementi, Martin F. Connors, Jr., Matthew Costello, Beverly Farias, Anthony Mercadante, Robert Pontbriand, Carol Vittorioso

Trustees Absent: David Mullaney, Gladys Rodriguez-Parker, Cynthia Stevens

Also Present: Robert V. Antonucci, Gail Doiron, Kelli Lundgren

The meeting was called to order by Chairman Vittorioso at 10:30 a.m.

President Antonucci stated the purpose of the meeting today is to review the process for the NEASC Accreditation team visit.

President Antonucci said the Board of Trustees will be meeting with two members of the accreditation team. He mentioned that the team may ask the Board questions about the University as a whole as well as the role of the Board of Trustees. He assured the Board that this is not a "test" and to just be themselves.

Some points clarified by the President:

- The Board's responsibilities are governed by statute
- The Board members are appointed by the Governor with the exception of the Alumni representative and the student trustee who are elected members
- The Board is responsible for approving the budget as well as the President's Goals and performance
- The President works for the Board of Trustees
- The Board meets a minimum of four times per year

Mr. Mercadante then asked about the President's annual evaluation by the Board. The President said there are annual goals set and approved by the Board and at the end of the academic year, the Board meets to review the goals set. Some of those goals may be a work in progress, while others are complete. The President then presents his goals to the Board for approval via vote. Usually the approved vote is tied to a salary increase, if feasible.

Dr. Babineau asked whether there is an assessment tool that the Board fills out in regards to the President's goals, to which the President answered no. A question was also raised as to whether the President is present during the review of the goals. The President has always been

present during the review; however there could be a recommendation that he not be present if the Board wishes.

Ms. Vittorioso stated that the President's goals are always so specific and evident, that there have never been any issues. The President stated the review is always done in open session, but it is good to review the process to see if changes are relevant.

The President then mentioned the NEASC Accreditation team could mention the strategic plan. Dr. Babineau asked for the top three strategic plan goals. The President answered with the following:

- Academic Plan
- Upgrading the facility
- Manage enrollment
- Clarify what becoming a university means

He further stated that the university strives to be a world class institution. We are not Boston College or Harvard, but our goal is to strive to be best.

Ms. Farias asked the current student/professor ratio. The President answered it is approximately 1/18. There are no classes over 30 students. Ms. Farias then asked how many of our faculty hold Ph.D.s. The President answered that the majority do hold Ph.Ds, with the exception of some professors in the Industrial Technology and Nursing departments.

Chairman Vittorioso then asked whether the Board currently does self-assessments. The President said we do not, but that is something we could consider if the Board agrees. The process would involve a 4-5 page document which members would list responsibilities. The Board would then compile the results and discuss. The only issue with the self-assessments is that everything the Board does is public, so there may not be a need for this process.

The President then mentioned the next scheduled meeting is in May, however there is a need to have a special meeting prior to the May meeting to recommend tenure to the Board for a vote. Some Board members may be able to call in for this meeting, providing there are enough members physically present. We will know more within a day or so.

Dr. Babineau asked if there was a document available that outlines the tenure process. The President gave a brief overview stating that professors are up for tenure after seven years and the process is based on credentials and research. There is a document and Ms. Lundgren will forward to the Board members for review.

Ms. Farias then asked what percentages of classes are held online. Currently the online percentage is 7-8% with the winter session completely online. Undergraduate classes are held on campus, but students are able to take some online classes if they choose.

The President then discussed the orientation of soon to be appointed Mr. Frank O'Donnell as well as current member Ms. Clementi. He also reiterated that Ms. Farias' term expires in March, Mr. Pontbriand's term expires in July, and that Mr. Connors and Mr. Mercadante are up for reappointment this year.

Mr. Costello asked the Board if there has been a new chair assigned for the Student Affairs Committee. Ms. Vittorioso stated a new chair has not been established, and asked if the SGA would like to meet. Mr. Costello thinks a meeting is a good idea and a meeting has been tentatively set for April 2nd.

Mr. Connors asked if the Board would be discussing university investments. The President stated we have notified the Commonfund of the withdrawal, and we should be ready for a recommendation to the Board soon.

The President then let the Board know that we attended a Chamber Congressional Meet and Greet with Congressman Jim McGovern and Congresswoman Niki Tsongas at the Marriott in Fitchburg. The group also toured the campus prior to the Chamber event.

He also noted that we have received another \$5.4 million dollars from DCAM for the Hammond renovation project. This will cover the new roof as well as the chillers. Ms. Farias recognized the President for being proactive in requesting these emergency funds. Mr. Connors asked if the University was responsible for paying back any of the DCAM funding. The President replied there is no obligation for DCAM funds; however we used \$21 million of revenue bonds which do require repayment.

The Board of Trustees meeting adjourned at 10:58 a.m.

Following the Board meeting, Trustees met with members of the NEASC Accreditation Team.

Respectfully submitted:

Robert A. Pontbriand, Clerk
Board of Trustees