

3-14-2002

Board of Trustees Meeting Packet, March 14, 2002

Framingham State University

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Framingham State College

Board of Trustees

March 14, 2002

Trustees Present: Weinroth, Chair; Canevazzi; Foley; Heffernan; Smith; Vrabel; and President Heineman.

Trustees Unable to Attend: Hiatt, Vice Chair; Jacobson; Kane; and Lepore.

Trustee Chair Weinroth called the meeting to order at 7:10 p.m.

CHAIRMAN'S REPORT:

Approval of January 24, 2002 Minutes

Chair Weinroth welcomed Trustees to the March 14, 2002 meeting of the Board in the new state-of-the-art technology classroom, Hemenway Hall #212.

* * * * *

On motion duly made and seconded, it was

VOTED: Unanimously, to approve the January 24, 2002 minutes, as presented.

* * * * *

Appointment of Nominating Committee for Officers of the Framingham State College Board of Trustees

In keeping with the By-Laws of the Framingham State College Board of Trustees, Chair Weinroth appointed Trustees Heffernan (Chair), Jacobson, and Kane, to serve on the Nominating Committee for the purpose of selecting nominees to serve as Chair and Vice Chair of the Framingham State College Board of Trustees, effective July 1, 2002 – June 30, 2003. He stated that the report of the Nominating Committee will be made at the May 23, 2002 Annual Meeting of the Board.

Chair Weinroth stated that he and President Heineman attended a meeting with State College Presidents and Trustee Board Chairs in February 2002. The meeting resulted in the formation of the Massachusetts State College Presidents and Trustees Association, with a set of By-laws drafted which will be submitted to individual Trustee Boards for approval.

Chair Weinroth appointed Trustees Weinroth (Chair), Hiatt (Vice Chair), and Vrabel, to serve on a Trustee Sub-Committee for the purpose of reviewing the By-Laws of the Massachusetts State College Presidents and Trustees Association.

Chair Weinroth stated that at the January 24, 2002 meeting of the Board, the Trustees voted that the name Recent Alumni Club Association be changed to the Framingham State College Alumni Association; and provided further that it be designated as the only Alumni Association of the College. Chair Weinroth stated that he was pleased to report that the College has been moving forward with the establishment of an active and vibrant Alumni Association to serve the best interests of the College.

PRESIDENT'S REPORT:

President Heineman reported the following:

- The College continues to develop the Campus Core Plan. Vice President Hamel joined the College President at a meeting held on March 13, 2002 with Framingham State College neighbors to review the completed traffic study and continue to strategize on how to proceed in slowing down the traffic on State Street and adding other safety measures.
- Under the leadership of Vice President Hamel and Facilities Director Hinkley, the Facilities Department will be assuming the maintenance responsibilities in the Residence Halls. This change in reporting structure was made to enhance service to students and increase efficiency and security.
- The College continues to review options concerning the potential fall-out of the Early Retirement Incentive Plan. To date, over thirty applications have been received, but applicants have until June 14, 2002 to make their final decision. The number of retirees and the indefiniteness of the applications, has made scheduling particularly challenging this year. Vice President Doyle and Registrar Powers have worked hard under these conditions to formulate a schedule which will meet the academic needs of our students. There are similar challenges at the administrative and staff level. Due to the on-going budget constraints, several key administrative positions have been left vacant, with the duties and responsibilities of these unfilled positions redistributed to other areas. The College is grateful to the many staff who have assumed responsibilities not currently in their job descriptions.
- The College continues to review every corner of its operating budget in attempt to reduce spending. Reductions in every area from newspaper and magazine subscriptions, to major cost items like the Day Care Center, and our contribution to the Danforth Museum of Art, are being reviewed.
- Given the budget constraints and the declining financial picture for the future, the College President is reviewing other re-organizational ideas which will benefit the College. The College is determined not to lower the level of excellence in education and services.
- The Framingham State College Alumni Association was re-established on February 28, 2002. The Association reviewed and adopted By-Laws, and officers were elected. Robert Richards, Esquire, graduate of the Class of 1983, was elected President. Mr. Richards graduated from the New England School of Law, and is Head of the Corporate Real Estate Group at Hanify and King in Boston. Ms. Margaret Murphy, graduate of the Class of 1969, was elected Vice President. Ms.

Murphy is founder and President of Real Estate Communications Company, and served as a Consultant with the College's Capital Campaign. In addition, the Association elected Dr. Constance B. Jordan, graduate of the Class of 1941, to serve as Alumni Trustee. Dr. Jordan received her M.P.H. degree from Harvard University in 1948 and Ph.D. degree from Cornell University in 1954. She served the College as Chair of the Home Economics Department from 1956-1972, Graduate Dean from 1972-1978, Professor of Food and Nutrition from 1978-1983, and was named Professor Emeritus upon her retirement in 1983.

- The Development Office, under the leadership of Keith McKittrick, continues to contact major donors and has been busy planning for Alumni Weekend. Since the January 24, 2002 meeting of the Board, the College has received the following contributions: \$20,000 from International Education Programs; \$10,000 from Mrs. Madlyn Fafard; \$20,000 grant from the Framingham Union Aid Association; and thanks to Dean of Graduate and Continuing Education Scott Greenberg and Director of the Institute for Academic Technology Romeo Marquis, \$15,000 was received to continue the MCAS upramp work with the Greater Framingham Community Church and its expansion to St. Stephen's Church.
- Senior Investiture was held on March 13, 2002. The ceremony was well attended by seniors, their families, and members of the College community. The program included a historical presentation of Framingham State College's history. Dr. Elaine V. Beilin, Professor of English and 1999 Distinguished Faculty Award Recipient, was the keynote speaker.

President Heineman distributed copies of the Winter 2002 edition of the ***Framingham State College Magazine***. She commended all the Athletic Teams and gave special recognition to the Women's Basketball Team who advanced to the semi-finals of the MASCAC Conference playoffs, and the Men's Basketball Team who played in the finals of the MASCAC Conference tournament.

ACADEMIC AFFAIRS:

Vice President for Academic Affairs Dr. Arthur Doyle expressed his appreciation to Dr. Scott Greenberg, Dean of Graduate and Continuing Education, for his work in revamping the Undergraduate Liberal Studies Program. The Program now includes twelve General Education course requirements, as in the day program, and in other ways more closely follows the structure of traditional programs.

Vice President Doyle introduced Director of the Institute for Academic Technology Romeo Marquis who has developed the on-line courses offered through the Division of Graduate and Continuing Education.

Director Marquis explained the on-line program which now includes 37 sections with over 600 students enrolled. He stated that on-line courses require frequent log-ins, and that on-line discussions, assignments, materials, and announcements move along at a rapid rate. Since courses are capped at 20, most courses have a high level of personal engagement, and are equally rigorous as in-class courses.

He stated that once students have registered for on-line courses, they receive a detailed e-mail message including a username, password, detailed instructions on how to access the course,

and information about a free demonstration of how to take an on-line course. Additional information and technical assistance is available at www.fsc-online.org.

ENROLLMENT MANAGEMENT:

Enrollment Update

Vice President for Enrollment Management and Dean of Admissions Philip Dooher stated that the Admissions Office has reported very strong numbers for the fall 2002 semester. To date, 4,234 applications have been received, with acceptances offered to just under 2,000. Applications to date represent an 11.4% increase in comparison to the same date last year, (10.8% increase in freshman applications and 15% increase in transfer applications).

Report on Athletics

Dr. Dooher stated that the winter Athletic teams have been very successful. The Basketball Intramural Finals held during March were played before a large crowd. Women's Softball and Men's Baseball teams were scheduled to go to Florida during spring break. The cost of these trips were paid for by fundraising projects conducted by the respective teams.

Financial Aid

Dr. Dooher was pleased to note that in a report received from the Office of Student Financial Assistance of the Board of Higher Education, Framingham State College was rated in the top category for meeting the Financial Aid audit requirements.

STUDENT SERVICES:

Residence Halls Update

Dean of Student Services Cynthia Forrest stated that Residence Hall occupancy has increased. A review of the occupancy figures from the fall and spring of 1994-95 to the present indicate an increase of 33.6% for the fall semester and an increase of 33.1% for the spring semester. She stated that the fall of 2001 marked the first time that the College has reached 100% occupancy over the last eight years.

Dr. Forrest stated that renovation projects in Linsley Hall are proceeding according to schedule. Summer projects will include the replacement of windows, the installation of a new heating system, and air conditioning units for each room. In addition, the remainder of the bathrooms will be replaced, and several traditional rooms converted to suites. Summer renovations also include the addition of a sprinkler system in O'Connor Hall, and possibly Foster Hall. This project also includes the installation of new lighting in each room, and new ceilings in the hallway and lobby areas.

Dr. Forrest was pleased to report that this year the number of student organizations on campus has increased to 40 in comparison to 30 last year. She stated that the student representative to be appointed to serve on the Board of Higher Education for 2002-2003 will be selected from one of the nine State Colleges. Framingham State College has already begun notifying students of this opportunity.

FINANCIAL AND ADMINISTRATIVE SERVICES:

Residence Life and Facilities Management Restructure

Vice President for Administration and Finance Dale Hamel stated that the responsibilities of the Residence Life maintenance staff have been transferred to the Facilities Office. This change will allow the College to improve effectiveness.

Fiscal Year 2002 / 03 Budget Discussion

Dr. Hamel stated that at the January 24, 2002 meeting of the Board, it was reported that the College anticipated a further budget reduction due to continuing declining state revenues in the amount of \$160,000. The final budget reduction received was \$157,000. The aggregate reduction in state funding for the year now exceeds \$1 million. He noted that on a more positive side, the State has fully funded the faculty collective bargaining agreement. In addition, the College received \$1.5 million in general obligation bond funding for capital projects which needs to be expended by June 30, 2002. The College remains hopeful that additional grant monies for E-Learning funds will be approved.

Dr. Hamel gave a presentation on the Incremental Budget Analysis for Fiscal Year 2002 / 03, based upon the materials sent to the Trustees. He stated that the Budget Analysis illustrates how the College can address the predicted shortfall and reduction in the budget. For the current fiscal year, the College is facing a \$1 million reduction from the State, with the reduction expected to be further impacted by the Early Retirement Incentive Program. The College has reviewed the thirty-nine applications submitted under the Early Retirement Incentive Program and estimates filling approximately twenty-one of the thirty-nine positions. Out of the eighteen positions left unfilled, five positions will be backfilled in another manner, leaving thirteen positions truly unfilled. Dr. Hamel stated that the College continues to make every effort to reduce costs.

Chair Weinroth appointed Trustees Weinroth (Chair), Hiatt (Vice Chair), and Smith, to serve on a Trustee Sub-Committee for the purpose of reviewing the budget. He stated that the Sub-Committee will report back with recommendations at the next Board Meeting scheduled on May 23, 2002.

In an effort to enhance development and fundraising, Chair Weinroth appointed Trustees Heffernan and Smith to serve on a Trustee Development Committee for the purpose of assisting College President Helen Heineman with development efforts.

PERSONNEL ACTIONS:

Trustee Foley expressed concern with the Personnel Action regarding the effective date of the Vice President of Administration and Finance's retirement.

There being no further discussion,

* * * * *

On motion duly made and seconded, it was

VOTED:

To approve all Personnel Actions: Tenure Track Appointment; Faculty Promotions; Award of Tenure; Denial of Tenure; Terminal Year Contract; First Year Reappointments; Third Year Reappointments; Fourth Year Reappointments; Reappointment; Retirements; Resignation; Change of Status; Salary Corrections; Faculty Sabbaticals; and Faculty Sabbatical Corrections, as presented in Attachment A [Trustee Foley opposed].

There being no further business, the meeting adjourned at 9:20 p.m.

Respectfully submitted,



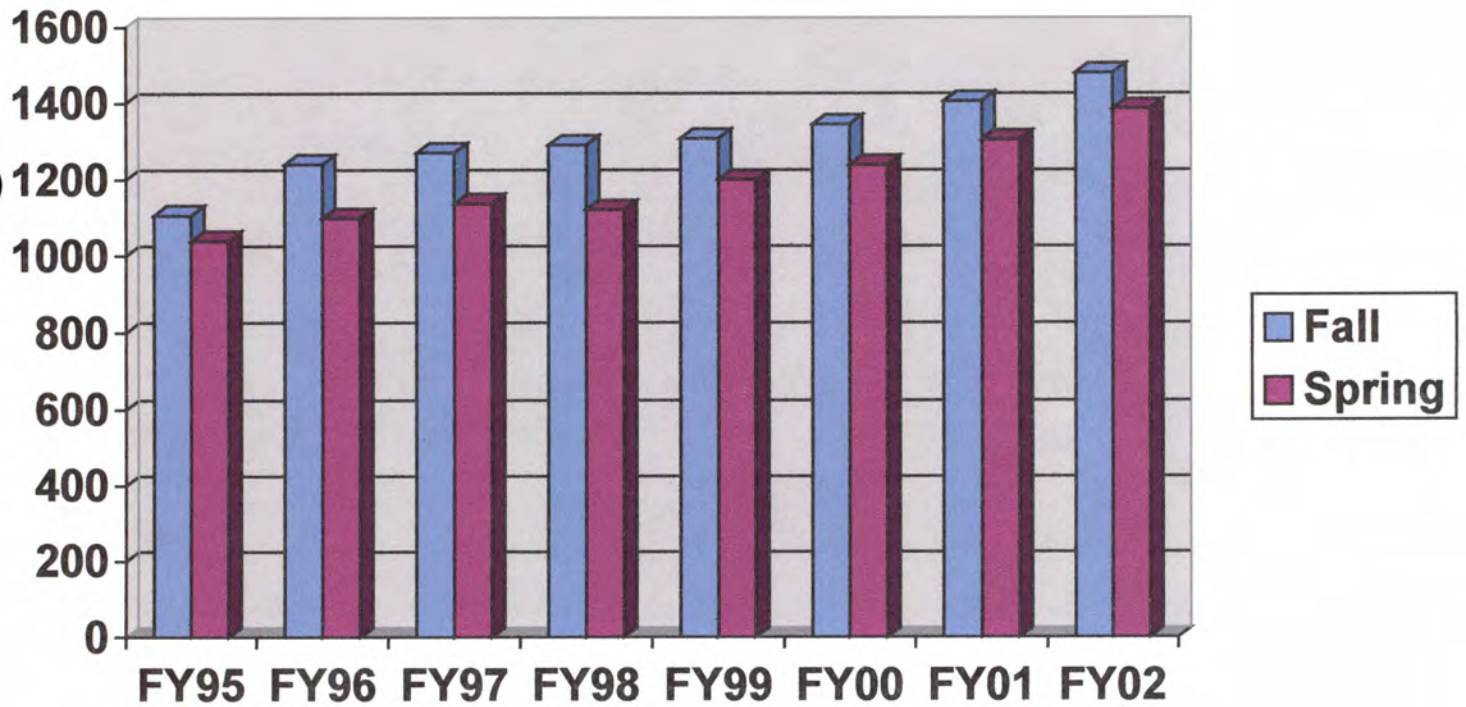
Seth A. Weinroth, Esquire
Chairman

Framingham State College Board of Trustees



Helen L. Heineman, President
Framingham State College
Executive Secretary, Board of Trustees

RESIDENCE HALL OCCUPANCY FY95 - FY02



Framingham State College Alumni Association
Agenda
March 12, 2002, President's Conference Room

- I. Welcome - Approval of Minutes
- II. President's Update
- III. Alumni Reunion Weekend
- IV. Alumni Outreach
- V. Appointment of an Alumni Association Member to the Arts and Humanities Council
Maureen Phipps
- VI. Open discussion for new and old business items

FRAMINGHAM STATE COLLEGE ALUMNI ASSOCIATION

Meeting

February 28, 2002

8:00 p.m.

President's Conference Room

Present: **Executive Board Members:** Robert Richards, President, Margaret Murphy, Vice President, Dr. Dale Hamel, Treasurer, Keith McKittrick, Secretary.
Directors: President Helen Heineman, Director of Annual Giving Joan Kelley, Eileen Belloli, Ben Chayes, Susanne Conley, Anne Ireland, Sandra Victor, Lillian Aylward, and Roberta Casey Cedrone. .

President Robert Richards, Esquire, called the initial meeting of the Framingham State College Alumni Association to order. In its first action, the Association adopted the Operating Procedures and Guidelines by unanimous vote (Attachment A).

President Richards then requested nominations for the position of Alumni Trustee to the Framingham State College Board of Trustees. Dr. Constance B. Jordan, a member of the Class of 1941, was nominated. No additional nominations were presented.

Dr. Jordan's resume was distributed, and after discussion, it was unanimously voted to elect Dr. Constance A. Jordan as the Alumni representative to the Framingham State College Board of Trustees for a term to begin in March 2002, in accordance with the provisions of Massachusetts General Laws Chapter 15A with all the powers and duties granted thereunder.

President Heineman indicated she would submit Dr. Jordan's name to Framingham State College Board of Trustees Chair Seth A. Weinroth, Esquire for his presentation of her election to Governor Jane Swift.

President Heineman then reported that she had a positive meeting with Ms. Jean Schmelzer, a member of the Class of 1952, who will work with Keith McKittrick on the 50 Year Class Reunion.

She also announced that the first meeting to plan the spring issue of the *Framingham State College Magazine* will be held on March 13 in the President's Conference Room II.

After Dr. Heineman's report, the Board established March 12, 2002 as the next meeting date for the Association. The meeting will be held in President's Conference Room II in the Athletic and Recreation Center at 7:00 p.m. Among the topics to be discussed are: Alumni Weekend and the role of the Association; Alumni outreach; and Alumni Association letterhead.

The meeting adjourned at 8:30 p.m.

ALUMNI ADVISORY BOARD
Meeting
February 28, 2002
President's Conference Room I

Advisory Board Members Attending: Ben Chayes, Eileen Belloli, Robert Richards, Sandra Victor, Anne Ireland, Eleanor Bushman, Maxine Keats, Lillian Aylward, Susanne Conley, Margaret Murphy, Roberta Casey Cedrone

Staff Members Attending: Dr. Helen Heineman, Dr. Dale Hamel, Keith McKittrick, Joan Kelley, Nancy Hanley, and Mary Lynch.

The meeting began at 7:00 p.m. The Operating Procedures and Guidelines for the Framingham State College Alumni Association were reviewed and discussed. The following amendments to the Operating Procedures and Guidelines for the Framingham State College Alumni Association were recommended to and accepted by President Heineman.

- **Article III. Section 2 – Regular meetings of the Executive Board shall be held no less than six (6) times per year at such times and places as shall, from time to time, be fixed by the Executive Board and no notice need be given of regular meetings held at times and places so fixed. The President of the Association shall preside over meetings of the Executive Board and in his/her absence the Vice President shall so preside.**
- **Article IV. Section 2. In February of even-numbered years, or at a special meeting held in lieu thereof, the Executive Board shall elect, by a majority vote of those present and voting, the President and Vice President, each of whom shall be elected to serve for a term of two (2) years. Officers may be elected for up to two consecutive complete terms for each position. In the case of an Officer having been elected for two consecutive complete terms (four years), a break in service of one term (two years) is necessary for eligibility for reelection to that Officer's position.**

Framingham State College Alumni Association officers were nominated and elected by unanimous vote as follows:

- **President – Robert Richards, Esquire**, a graduate of the Class of 1983 and the first Student Trustee, 1981-82. He is a graduate of the New England School of Law, and is Head of the Corporate Real Estate Group of the Boston law firm of Hanify & King.
- **Vice President – Margaret Murphy**, a graduate of the Class of 1969, is founder and President of Real Estate Communications Company. Margaret also served as Consultant to the College's Capital Campaign, and is the alumni representative to the *Framingham State College Magazine*.

As Vice President of Administration and Finance for the College, Dr. Dale Hamel will serve as Treasurer, and, as Director of Development and Alumni Relations, Mr. Keith McKittrick will serve as Secretary.

The following were nominated and elected by unanimous vote as Directors:

- | | |
|----------------------|------------------------------|
| 1 Year Term - | Maureen Phipps |
| | Eileen Belloli |
| 2 Year Term - | Ben Chayes |
| | Susanne Conley |
| 3 Year Term - | Anne Ireland |
| | Sandra Victor. |
| 4 Year Term - | Lillian Aylward |
| | Roberta Casey Cedrone |

The meeting adjourned at 7:50 p.m.

OPERATING PROCEDURES AND GUIDELINES

FRAMINGHAM STATE COLLEGE ALUMNI ASSOCIATION

PREAMBLE

The Framingham State College Alumni Association (The Association) was established by the Board of Trustees of Framingham State College on January 24, 2002, and designated as the only Alumni Association of the College for the purpose of cultivating and supporting relationships between the College and its Alumni, and to fulfill the current needs of the College.

The following procedures and guidelines describe the operating objectives of the Alumni Association and may be amended from time to time by the President of Framingham State College, upon recommendation of the Director of Development and Alumni Relations and the Executive Board of The Framingham State College Alumni Association.

The Association shall be governed in accordance with the General Laws of The Commonwealth of Massachusetts, Chapters 15 and 73 and all other relevant statutes. Proper records and financial accounts shall be maintained by the President of the College or his/her designee and are subject to audit and inspection by the State Auditor of the Commonwealth of Massachusetts.

Article I

Membership of the Association

Section 1. Membership.

All undergraduate, graduate, and honorary degree recipients of the College shall, without further action, become members of the Association.

Section 2. Honorary Membership.

A person may be admitted as an honorary member of the Association because of special contributions made to the College or the Association, upon the affirmative vote of a majority of the members of the Executive Board.

Article II

Executive Board

Section 1. Membership.

The Executive Board of the Association shall be comprised as follows: the President, Vice President, Treasurer, and Secretary of the Association; the Framingham State College Alumni Trustee; eight Directors; a representative of the Framingham State College Foundation, Inc.; and ex officio with vote, the President, and the Director of Annual Giving of the College. The Framingham State College Senior Class President shall be on the Executive Board as a non-voting member.

Section 2. Committees.

The Executive Board may, from time to time, establish committees which it deems necessary to carry out the work of the Association. Said Committees, Standing or Special, shall be appointed by the President of the Association.

Section 3. Reports of Committees.

Chairpersons of Committees created by the Executive Board will report to the Executive Board. The frequency of those reports shall be determined at the time of the Committee's formation.

Section 4. Board Vacancies.

The Executive Board, upon the recommendation of the Nominating Committee, and by a vote of a majority of the members of the Executive Board present and voting, shall fill vacancies that occur through the expiration of term of office, resignation, disability, removal from office, or death of any elected officer of elected Director of the Board.

Section 5. Removal from Office.

Any elected officer, elected Director, or Committee Chair, may be removed by a 2/3 vote of the Executive Board.

Article III

Meetings

Section 1. Annual Meeting of the Association.

There shall be an annual meeting of the Association held during Homecoming Weekend or at another time designated by the Executive Board. The agenda shall be established by the Executive Board. The meeting shall be open to all members of the Association

Section 2. Regular Meetings.

Regular meetings of the Executive Board shall be held no less than six (6) times per year at such times and places as shall, from time to time, be fixed by the Executive Board and no notice need be given of regular meetings held at times and places so fixed. The President of the Association shall preside over meetings of the Executive Board and in his/her absence the Vice President shall so preside.

Section 3. Special Meetings.

Special meetings of the Executive Board may be called by the President of the Association or the President of the College, and shall be held at the place designated in the notice or call thereof.

Article IV

Officers of the Association

Section 1. Enumeration.

The officers of the Association shall be a President, a Vice President, a Treasurer, who shall be the Vice President, Administration and Finance of the College, a Secretary, who shall be the Director of Development and Alumni Relations of the College, and such other officers as may from time to time be determined by the Executive Board.

Section 2. Election of Officers.

- In February of even-numbered years, or at a special meeting held in lieu thereof, the Executive Board shall elect, by a majority vote of those present and voting, the President and Vice President, each of whom shall be elected to serve for a term of two (2) years. Officers may be elected for up to two

consecutive complete terms for each position. In the case of an Officer having been elected for two consecutive complete terms (four years), a break in service of one term (two years) is necessary for eligibility for reelection to that Officer's position.

Section 3. Election of Board of Directors.

In February, or at a special meeting held in lieu thereof, the Executive Board shall elect, by a majority of those present and voting, two (2) Directors, each of whom shall be elected to serve four (4) year terms.

Section 4. Qualification.

The President, Vice President, and Directors of the Association shall each be alumni of the College.

Article V

Duties of the Officers

Section 1. Duties of the President.

The President of the Association shall: preside over all meetings of the Executive Board and the Association; serve as an ex-officio member of all committees except the Nominating Committee; and perform all other duties as authorized by the Executive Board in consultation with the Director of Development and Alumni Relations.

Section 2. Duties of the Vice President.

The Vice President shall: act in the event the President cannot carry out the duties of the office for any reason, and serve as Chair of the Nominating Committee.

Section 3. Duties of the Secretary.

The Secretary of the Association shall: record or supervise the recording of all minutes of the Executive Board and the meetings of the Association; maintain all membership records, organizational documents, records and correspondence of the Association; act as a liaison with the College for the purpose of publishing Association news and information; issue notice of meetings of the Executive Board and the Association; and perform all other duties necessary to carry out the office.

Section 4. Duties of Treasurer.

The Treasurer shall: maintain all financial records of the Association.

Article VI

Alumni representative to the Framingham State College Board of Trustees

The alumni representative to the Framingham State College Board of Trustees shall serve in accordance with the provisions of Massachusetts General Laws Chapter 15A with all the powers and duties granted thereunder.

Article VII

Director of Development and Alumni Relations

The Director of Development and Alumni Relations of the College shall be the Secretary of the Association and the principal College representative to the Framingham State College Alumni Association and the Executive Board of the Association and shall act as the spokesperson for the Association and the College on all alumni and development matters.

Article VIII

Nominating Committee

Section 1. Membership.

There shall be a Nominating Committee of five persons. The Vice President shall serve as Chair of the Committee and the President of the Association shall appoint two (2) Directors, and two (2) alumni who are not members of the Executive Board to serve as Committee members.

Section 2. Duties of the Nominating Committee.

It shall be the duty of the Nominating Committee to nominate candidates for the Officers and Directors of the Association and the Alumni member of the Framingham State College Board of Trustees.

Section 3. Nominating Process.

The Chair of the Nominating Committee shall present a slate of candidates for each position to the Executive Board for its approval, by vote of a majority of those present and voting.

Article IX

Transitional Provisions

Section 1. The Initial Slate for the Executive Board.

The initial slate of candidates for the Executive Board of the Framingham State College Alumni Association, except for the Framingham State College Alumni Trustee, shall be nominated by and voted upon by a majority of those present and voting, of the Alumni Advisory Board to the President of Framingham State College.

Section 2. Terms of Office for the Initial Directors.

The terms of office of the initial Directors shall be as follows: two shall be elected for a one year term, two shall be elected for a two year term, two shall be elected for a three year term, and two shall be elected for a four year term. Succeeding terms shall be for four years.

Section 3. Election of Alumni Representative to the Framingham State College Board of Trustees.

The initial Alumni Representative to the Framingham State College Board of Trustees shall be elected by a majority vote of those present and voting of the newly formed Board of Directors at their initial meeting, and shall not be subject to Article VIII of these Operating Procedures and Guidelines.

FRAMINGHAM STATE COLLEGE

BOARD OF TRUSTEES MEETING
ATTACHMENT II

March 14, 2002

TRUSTEE DISCUSSION ITEM

DISCUSSION ITEM: Fiscal Year 2002 / 03 Budget Discussion.

**Framingham State College
FY2003 Budget Discussion**

Incremental Budgeting Analysis

FY2002 Context

State Appropriation Operating Budget Reduction:	\$1,002,470
Early Retirement Buyout Liability:	<u>\$230,000</u>
FY2002 Unbudgeted Liabilities:	\$1,230,000

Operating Budget Reduction Response:

Personnel (net) - Open positions not refilled	(\$200,000)
Administrative/Utility Expenses Reductions	(\$200,000)
Construction Reductions/Cost Shifting	(\$540,000)
Revenue Increases due to Enrollment Gains	(\$140,000)
Trust Fund Chargebacks Increases	(\$110,000)
Miscellaneous Income/Reductions	<u>(\$40,000)</u>
FY2002 Net Expenditures Reduction Response:	(\$1,230,000)

FY2003 Planning

Anticipated State Appropriation Budget Reduction:	\$2,260,000
MSCA/Non-Unit Personnel Incremental Salary Liability:	\$460,000
Net Incremental Early Retirement Buyout Liability:	<u>(\$80,000)</u>
FY2003 Net Liabilities:	\$2,640,000

Operating Budget Reduction Initial Plan:

Personnel – Open positions not filled	(\$785,000)
Equipment/Other Expenditures Reductions	(\$555,000)
Revenue Increases due to Enrollment Gains	(\$60,000)
Trust Fund Chargebacks Increases	(\$100,000)
Miscellaneous Reductions/Expansion	<u>\$140,000</u>
FY2003 Net Expenditure Reduction Response:	(\$1,360,000)

FY03 Initial Projected Revenue Deficit: (\$1,280,000)

Deficit Plan Context:

FY2002

FY2002 Unbudgeted Liabilities:	\$1,230,000
<u>FY2002 Net Expenditures Reduction Response:</u>	<u>(\$1,230,000)</u>
FY2002 Deficit:	\$0

Percent of Reduction Addressed through Expenditure Side of Budget: 100%
Percent of Reduction Addressed through Revenue (Rate) Side of Budget: 0%

FY2003 Proposed

FY2003 Net Projected Liabilities:	\$2,640,000
<u>FY2003 Net Expenditure Reduction Response:</u>	<u>(\$1,360,000)</u>
FY03 Initial Projected Revenue Deficit:	(\$1,280,000)

Percent of Reduction Addressed through Expenditure Side of Budget: 52%
Percent of Reduction Addressed through Revenue (Rate) Side of Budget: 48%

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Percent of Two Year Reductions Addressed through Expenditure Side of Budget: 67%  
Percent of Two Year Reductions Addressed through Revenue (Rate) Side of Budget: 33%

# Deficit/Revenue Plan Impact: State Colleges Student Costs Comparisons

## State Colleges Cost Comparison: AY 2001-2002; Projected AY 2002-2003

### Tuition and Fees, Room and Board

|                             | Resident<br>Tuition and Fees | (Avg.)<br>Room | (Avg.)<br>Board | Total          | Fee Increases<br>Considered | BHE Approved<br>Room Increase | FY03<br>Projected Cost |
|-----------------------------|------------------------------|----------------|-----------------|----------------|-----------------------------|-------------------------------|------------------------|
| Bridgewater                 | \$2,823                      | \$2,818        | \$2,148         | \$7,789        | \$850                       | \$496                         | \$9,135                |
| Fitchburg                   | \$2,988                      | \$2,748        | \$2,090         | \$7,826        | \$400                       | \$264                         | \$8,490                |
| <b>Framingham</b>           | <b>\$2,770</b>               | <b>\$2,631</b> | <b>\$1,772</b>  | <b>\$7,173</b> | <b>TBD</b>                  | <b>\$203</b>                  | <b>\$7,376+</b>        |
| Mass. Art                   | \$4,068                      | \$4,832        | \$2,910         | \$11,810       | \$900                       | \$2,286                       | \$14,996               |
| Mass. Maritime              | \$2,913                      | \$2,362        | \$2,558         | \$7,833        | \$1,050                     | \$168                         | \$9,051                |
| Mass. Liberal Arts          | \$3,497                      | \$2,579        | \$2,344         | \$8,420        | \$300                       | \$275                         | \$8,995                |
| Salem                       | \$3,038                      | \$3,103        | \$1,934         | \$8,075        | \$700                       | \$232                         | \$9,007                |
| Westfield                   | \$2,956                      | \$2,742        | \$1,794         | \$7,492        | \$600                       | \$164                         | \$8,256                |
| Worcester                   | \$2,723                      | \$3,011        | \$1,960         | \$7,694        | \$500                       | \$168                         | \$8,362                |
| State College Average       | \$3,086                      | \$2,981        | \$2,168         | \$8,235        | \$663                       | \$473                         | \$9,370                |
| Framingham Rank             | 8                            | 7              | 9               | 9              | TBD                         | 6                             | 9                      |
| FSC \$ Difference from Avg. | -\$316                       | -\$350         | -\$396          | -\$1,062       |                             | -\$270                        | -\$1,994               |
| FSC % Difference from Avg.  | -11%                         | -13%           | -22%            | -15%           |                             | -133%                         | -27%                   |

Not including FSC  
FY03 fee adjustments

### Framingham State College:

FY2002 Tuition and Mandatory Fees Rate:

**\$2,770**

FY1997 Tuition and Mandatory Fees Rate:

**\$3,228**

Five Year Change in Tuition and Mandatory Fees:

**(\$458) (14% decrease)**

**PERSONNEL ACTIONS**

**TENURE TRACK APPOINTMENT**

|              |                                                  |                                                          |
|--------------|--------------------------------------------------|----------------------------------------------------------|
| Smith, April | Assistant Professor<br>Chemistry & Food Sciences | Effective: 09/01/2002<br>Annual Salary Rate: \$40,340.04 |
|--------------|--------------------------------------------------|----------------------------------------------------------|

**FACULTY PROMOTIONS**

|                        |                                             |                       |
|------------------------|---------------------------------------------|-----------------------|
| Abernethy, Marilyn     | To Professor<br>Family & Consumer Sciences  | Effective: 09/01/2002 |
| Austin, Sandra         | To Associate Professor<br>Nursing           | Effective: 09/01/2002 |
| Birmingham, Doris      | To Associate Professor<br>Art & Music       | Effective: 09/01/2002 |
| Doyle-Burke, Christine | To Professor<br>Economics & Business Admin. | Effective: 09/01/2002 |
| Lidback, Margaret      | To Professor<br>Physics & Earth Science     | Effective: 09/01/2002 |
| MacRitchie, Donald     | To Professor<br>Economics & Business Admin. | Effective: 09/01/2002 |
| Rogers, Mary           | To Professor<br>Economics & Business Admin. | Effective: 09/01/2002 |
| Taylor, Rebecca        | To Professor<br>Family & Consumer Sciences  | Effective: 09/01/2002 |
| Wong-Russell, Michael  | To Associate Professor<br>Modern Languages  | Effective: 09/01/2002 |
| Zimmerman, Ellen       | To Associate Professor<br>Sociology         | Effective 09/01/2002  |



## AWARD OF TENURE

|                 |                                                   |                       |
|-----------------|---------------------------------------------------|-----------------------|
| Austin, Sandra  | Associate Professor<br>Nursing                    | Effective: 09/01/2002 |
| Massad, Susan   | Assistant Professor<br>Family & Consumer Sciences | Effective: 09/01/2002 |
| Michaud, Eugene | Assistant Professor<br>Communication Arts         | Effective: 09/01/2002 |

## DENIAL OF TENURE

|                |                                |
|----------------|--------------------------------|
| Allen, Richard | Assistant Professor<br>History |
|----------------|--------------------------------|

## TERMINAL YEAR CONTRACT

|                |                                |                                         |
|----------------|--------------------------------|-----------------------------------------|
| Allen, Richard | Assistant Professor<br>History | Effective: Academic Year<br>2002 - 2003 |
|----------------|--------------------------------|-----------------------------------------|

1<sup>st</sup> YEAR REAPPOINTMENTS

|                    |                                                   |                                         |
|--------------------|---------------------------------------------------|-----------------------------------------|
| Abdelgadier, Osama | Assistant Professor<br>Geography                  | Effective: Academic Year<br>2002 - 2003 |
| Alter, Robert      | Assistant Professor<br>Communication Arts         | Effective: Academic Year<br>2002 - 2003 |
| Bodack, Louise     | Assistant Professor<br>Chemistry & Food Sciences  | Effective: Academic Year<br>2002 - 2003 |
| Breuning, Cornelia | Instructor<br>Computer Science                    | Effective: Academic Year<br>2002 - 2003 |
| D'Andrea, Joseph   | Assistant Professor<br>Psychology & Philosophy    | Effective: Academic Year<br>2002 - 2003 |
| Hodge, Jessica     | Assistant Professor<br>Family & Consumer Sciences | Effective: Academic Year<br>2002 - 2003 |
| Larson, Jason      | Library Associate<br>Whittemore Library           | Effective: 09/01/2002 - 08/31/2003      |
| Lee, Eileen        | Assistant Professor<br>Mathematics                | Effective: Academic Year<br>2002 - 2003 |

1<sup>st</sup> YEAR REAPPOINTMENTS, CONT.

|                  |                                         |                                         |
|------------------|-----------------------------------------|-----------------------------------------|
| Martin, Jonathan | Assistant Professor<br>Sociology        | Effective: Academic Year<br>2002 – 2003 |
| Snyder, Margaret | Library Associate<br>Whittemore Library | Effective: 09/01/2002 – 08/31/2003      |

3<sup>rd</sup> YEAR REAPPOINTMENTS

|                    |                                                    |                                         |
|--------------------|----------------------------------------------------|-----------------------------------------|
| Crawford, Roger    | Assistant Professor<br>Economics & Business Admin. | Effective: Academic Year<br>2002 – 2003 |
| Holloway, Lorretta | Assistant Professor<br>English                     | Effective: Academic Year<br>2002 – 2003 |
| Rothenberg, Sandra | Library Associate<br>Whittemore Library            | Effective: 09/01/2002 – 08/31/2003      |
| Zampini, Charlotte | Assistant Professor<br>Biology                     | Effective: Academic Year<br>2002 – 2003 |

4<sup>th</sup> YEAR REAPPOINTMENTS

|                 |                                   |                                         |
|-----------------|-----------------------------------|-----------------------------------------|
| Cutler, Joyce   | Instructor<br>Mathematics         | Effective: Academic Year<br>2002 – 2003 |
| Flanagan, Anna  | Assistant Professor<br>Psychology | Effective: Academic Year<br>2002 – 2003 |
| Huibregtse, Jon | Assistant Professor<br>History    | Effective: Academic Year<br>2002 – 2003 |
| Keil, David     | Instructor<br>Computer Science    | Effective: Academic Year<br>2002 – 2003 |
| Mackey, David   | Assistant Professor<br>Sociology  | Effective: Academic Year<br>2002 – 2003 |

REAPPOINTMENT

|                 |                                         |                                    |
|-----------------|-----------------------------------------|------------------------------------|
| Craig, Mary Pat | Library Assistant<br>Whittemore Library | Effective: 09/01/2002 – 08/31/2003 |
|-----------------|-----------------------------------------|------------------------------------|

RETIREMENTS

|                   |                                            |                       |
|-------------------|--------------------------------------------|-----------------------|
| Horrigan, John J. | Vice President<br>Administration & Finance | Effective: 03/15/2002 |
| Jurich, Joseph    | Associate Professor<br>English             | Effective: 05/31/2002 |
| Previte, Joseph   | Professor<br>Biology                       | Effective: 05/31/2002 |

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RESIGNATION

|                     |                                       |                       |
|---------------------|---------------------------------------|-----------------------|
| Fedorchak, Rosemary | Staff Associate<br>Computing Services | Effective: 03/09/2002 |
|---------------------|---------------------------------------|-----------------------|

CHANGE OF STATUS

|                 |                                  |                                                       |
|-----------------|----------------------------------|-------------------------------------------------------|
| Hawkins, Pamela | Assistant Director<br>Admissions | Effective 03/03/2002<br>From: Full Time<br>To: ½ Time |
|-----------------|----------------------------------|-------------------------------------------------------|

SALARY CORRECTIONS

|                    |                                                  |                                                                       |
|--------------------|--------------------------------------------------|-----------------------------------------------------------------------|
| Blakeslee, Spencer | Assistant Professor<br>Sociology                 | Effective: 09/01/2001 – 05/31/2002<br>Annual Salary Rate: \$46,046.52 |
| Maibor, Carolyn    | Assistant Professor<br>English                   | Effective 01/20/2002 – 05/31/2002<br>Annual Salary Rate: \$40,282.84  |
| Perry, Elizabeth   | Assistant Professor<br>Art & Music               | Effective: 09/01/2001 – 05/31/2002<br>Annual Salary Rate: \$38,615.20 |
| Telling, Douglas   | Assistant Professor<br>Government                | Effective: 09/01/2001 – 01/19/2002<br>Annual Salary Rate: \$39,785.20 |
| Wilson, Richard    | Assistant Professor<br>Chemistry & Food Sciences | Effective: 09/01/2001 – 05/31/2002<br>Annual Salary Rate: \$41,550.60 |
| Wurtzel, Sherry    | Instructor<br>Economics & Business Admin.        | Effective: 01/20/2002 – 05/31/2002<br>Annual Salary Rate: \$33,475.00 |

FACULTY SABBATICAL

|                       |                  |                        |
|-----------------------|------------------|------------------------|
| Wong-Russell, Michael | Modern Languages | Effective: Spring 2003 |
|-----------------------|------------------|------------------------|

March 14, 2002

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FACULTY SABBATICAL CORRECTIONS

|                     |                          |                                                               |
|---------------------|--------------------------|---------------------------------------------------------------|
| Goldner, Anita      | Mathematics              | Changed from: Fall 2002<br>To: Spring 2003                    |
| Jarnis, George      | Government               | Changed from: Academic Year<br>2002 – 2003<br>To: Spring 2003 |
| Simonson, Larry     | Chemistry & Food Science | Changed from: Fall 2002<br>To: Spring 2003                    |
| Racheotes, Nicholas | History                  | Changed from: Academic Year<br>2002 – 2003<br>To: Spring 2003 |