

11-18-1999

## Board of Trustess Meeting Packet, November 18, 1999

Framingham State University

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## Framingham State College

## Board of Trustees

November 18, 1999

All Trustees Present: Lepore, Chair; Horrigan, Vice Chair; Berryann; Foley; Gadbois; Hiatt; Jacobson; Kane; Larrabee; Vlabel; Weinroth; and President Heineman.

Chairman Lepore called the meeting to order at 7:20 p.m. in the Anna Billa Distance Learning Classroom.

President Heineman welcomed members of the Board to the Anna Billa Distance Learning Classroom. She stated that she was pleased to present the November 18, 1999 Report of the President while demonstrating the capabilities of the College's new up-to-date technology. Dr. Heineman stated that the College is grateful and fortunate to have modern high technology classrooms, thanks to a bequest of \$100,000 from the estate of Associate Professor of Home Economics Emerita Anna Billa and a \$315,000 grant received from the Board of Higher Education. Special thanks are extended to Drs. Arthur Doyle and Patricia Plummer from the Academic Affairs Office for their time and expertise in preparing the extensive materials for the grant proposal.

While demonstrating the technology capabilities of the Anna Billa Distance Learning Classroom, President Heineman reported the following:

- Shortly after Dr. Heineman's official appointment as President, Framingham State College hosted the September 21, 1999 Board of Higher Education meeting. At that meeting the President gave a power point presentation of the College's historic role as the nation's first state-supported teachers College including a demonstration of the College's unique "wireless technology program". Following the meeting, Board of Higher Education Chair Tocco, Chancellor Koplik, and other staff and Board Members visited the Anna Billa Distance Learning Classrooms for a demonstration of its capabilities.
- On other matters, Dr. Heineman reported that the College continues to work closely with the Board of Higher Education in several areas, including:
  - Meeting to discuss and review the Massachusetts Teacher Certification Tests. As a result of these meetings, an action item requesting modifications in the Teacher Education Program Requirements will be presented to the Board this evening.
  - Preparing an Economic Impact Study. Faculty members from the Economics and Business Administration Department and the MetroWest Economic Research Center have been working closely with Vice President Horrigan on the study.
  - Meetings with the Board of Higher Education's Assessment Task Force, with admissions standards, exit testing and articulation agreements continuing to be the focus of discussions.
  - Reviewing the College's Computer Science Program. The program's curriculum and staffing is being examined, with an accreditation review process to follow.

- Through collaborative efforts with Northern Essex Community College, there are currently two remedial math courses being held in the Distance Learning Classroom. Collaborative programs with Westfield and Worcester State Colleges are currently underway.
- A web registration trial pilot program has been instituted, with plans to expand the trial program in the Spring of 2000.
- Many construction projects are on-going including the new Athletic and Recreation Facility, the renovation of the Ecumenical and Cultural Center, the new Distance Learning and Smart Classrooms; and the renovation of the Ram's Den.
  - The College continues to work closely and meet regularly with the Division of Capital Asset and Management to monitor progress on both the new Athletic and Recreation Facility and the Ecumenical and Cultural Center Restoration Project. Details regarding interior acoustics, seating, sound system and other issues for the Ecumenical and Cultural Center are presently being discussed. To assist in programming for the Center, President Heineman appointed an Ecumenical and Cultural Center Task Force to review various types of programs to be considered for the Center.
  - The Ram's Den will be redesigned around a new theme reflecting school spirit, and will be re-structured for use by various campus programs.
  - Two Smart Classrooms are scheduled to open in January of 2000, with the additional opening of two more classrooms planned for the Summer of 2000.
- Cultural enhancement events and activities continue to be very well received by members of the campus and MetroWest community.
  - The Arts and Humanities series, under the administration of Adele Downing, sponsored a sell-out performance of Shenandoah Shakespeare Express' presentation of the "Merchant of Venice" on November 17<sup>th</sup>. Upcoming Arts and Humanities events include Professor Arthur Nolletti's International Films Series showing of "Maborosi" on February 3, 2000 and "The Apple" on March 2, 2000; Historian and Author of "King Philip's War and the Origins of American Identity" Jill Lepore on March 27, 2000; and Poetry Recital and Commentary Tino Villanueva on April 12, 2000.
  - The Live Opera Performance courses, under the direction of Professor of Music Josephine Reiter and Artist-In-Residence Mark Evans, were very well attended by students, retirees, and other members of the campus and MetroWest community. Five live performances are scheduled for the Fall 1999 semester, with additional performances scheduled for the Spring 2000 semester.
  - In keeping with a 25 year tradition at Framingham State College, Dr. Heineman invited members of the Board to attend her illustrated reading of Charles Dickens' "A Christmas Carol" at 7:00 p.m. on Thursday, December 16, 1999 in the D. Justin McCarthy College Center Fireplace Lounge.
- The Academic Affairs Office continues to work closely with members of the faculty in both academic and professional development areas.

- Since September of 1999, The Marion Scherner Leonhard Multimedia Lab has conducted 28 workshops in Excel, Access, Power Point, Scanning, and Photo Shop, all of which have been very well attended by members of the faculty. In addition, a web page training session was held for faculty members under the direction of Associate Professor of Family and Consumer Sciences Janet Schwartz.
- Members of the Board have been provided with a copy of "Beyond the Classroom and the Office." The publication presents an extensive list of the many professional activities of the faculty and staff throughout the 1998-99 academic year. The College is grateful to faculty members for their many contributions outside the classroom.
- Special recognition is given to Professor Patricia Luoto of the Family and Food Science Department for her upcoming December 1999 publication "Exploring Quantity Food Production and Service Through Problems", co-authored with Professor Elizabeth Lieux.
- Improving retention rates has continued to be a priority. Since 1996, these rates have risen from 63% in the Fall of 1996, to 65.3% in the Fall of 1997, and to 68.1% in the Fall of 1998. In the Fall of 1997, a cluster program was instituted, with 20 students enrolled in a three course cluster, with a fourth class chosen by the students. All cluster courses are within the General Education Program, and provide students with the opportunity to study and socialize together. A review of the cluster program reflects that students enrolled in the program have had higher first semester grade point averages than their peers. Given its success, the College plans to expand the program.
- Plans to integrate the McAuliffe Center Programs with the College continue. New efforts include the possibility of sharing the College planetarium with the McAuliffe Center.
- Mrs. Grace Corrigan's donation of all materials related to her daughter, Christa McAuliffe, will soon be archived in a special collection at the Whittemore Library.
- Fund Raising continues to be a priority at the College, with the development of a master plan in progress.
  - The first meeting of the Framingham State College Foundation is scheduled for November 30, 1999 where plans to mount a major fund raising campaign will be discussed.
  - Phon-a-thon activities, under the direction of Director of Annual Giving Joan Kelley, began the first week of October and will continue for a seven week period.
  - To assist in enhancing fund raising efforts, a new "Circle of Friends" group has been formed.
  - The College and the Alumni Association have joined forces to publish a millennium issue of the "Echo" and "Excellence".

▪ Other campus highlights include:

- On-going replacement of furniture for the classrooms, and new furniture and carpeting already in place at the D. Justin McCarthy College Center.
  - Women's Soccer, under Coach Sarah Behn, experienced an outstanding season. For the first time in the history of the College, the Women's Soccer team advanced to the first round of the NCAA Women's Soccer Division III, New England Regional Tournament.
- The College continues with many Community Partnerships including Community Policing with the Town of Framingham Police Department, Community Colleges, Natick Laboratories, and South Middlesex Opportunity Council. Discussions are underway with the Danforth Museum of Art to establish a new partnership agreement.
- President Heineman has met with various newspapers, including the "MetroWest News", "Tab", Boston Globe", Herald", and the "Christian Science Monitor". Trustees have been provided with a copy of selected news clip coverages from September 17 - November 12, 1999. Thanks to the assistance of Assistant to the President for Public Relations Peter Chisholm, the College has been covered in 107 articles during this time.

Vice President for Administration and Finance John Horrigan reported on the status of the new Athletic and Recreation Facility and the Ecumenical and Cultural Center Restoration Project.

- Construction of the new Athletic and Recreation Facility is progressing. At the September Board meeting, it was reported that the project was approximately two months behind schedule. Construction is now progressing at a faster pace, and lost time is being gained. The target date for completion is still July 25, 2000.
- The Restoration Project for the Ecumenical and Cultural Center is well underway. The project is still running on schedule with a projected completion date of May of 2000.

Following the Report of the President, the meeting moved to Hemenway Hall 115.

Chairman Lepore re-convened the meeting at 8:05 p.m.

**CHAIRMAN'S REPORT:**

**APPROVAL OF THE MINUTES:**

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On motion duly made and seconded, it was

VOTED: Unanimously, to approve the September 16, 1999 minutes, as presented.

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Chairman Lepore expressed his appreciation of the College's positive relationship with the Board of Higher Education. Following the September 16th Board of Higher Education meeting held at Framingham State College, Board members were very impressed with wireless technology and our

distance learning and smart classroom capabilities. The College should be very proud of its many outstanding achievements, its ability to work closely with the Board of Higher Education, and its cost efficient administration. The Board of Higher Education, Governor, and Legislators are aware of our many accomplishments and have expressed their willingness to continue to support our goals.

Chairman Lepore expressed his appreciation to Dr. Heineman for her outstanding leadership as President of Framingham State College. He also expressed appreciation to Dean of Admissions and Enrollment Services Dr. Philip Dooher for working closely with the Board of Higher Education and for adhering to the new admissions standards while maintaining a healthy enrollment rate. Chairman Lepore also thanked Director of Public Relations Peter Chisholm for the excellent media coverage. He also stated that the College has been undergoing many renovation and construction projects which involve countless numbers of hours. Special thanks were extended to Vice President Horrigan for his excellent work and expertise in overseeing these projects and helping to build a better Framingham State College.

**Report of Sub-Committee on Presidential Goals:** Chairman Lepore stated that at the September 16, 1999 meeting of the Board, Vice Chair Patricia Horrigan was appointed to lead a Sub-Committee on Presidential Goals, for the purpose of establishing Presidential goals and objectives to be reported on at this meeting.

Following discussion and comment,

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On motion duly made and seconded it was

VOTED: Unanimously, to adopt and approve the Framingham State College Annual Presidential Goals and Objectives as outlined in Attachment A.

\* \* \* \* \*

Chairman Lepore concluded his report by announcing that the College will be holding a Presidential Inaugural Celebration in honor of Dr. Heineman's appointment as the fourteenth President of Framingham State College in the Spring of 2000.

**ACADEMIC AFFAIRS REPORT:**

**Teacher Education Program:** Acting Vice President for Academic Affairs Arthur Doyle reported on the Teacher Education Program and the work of the Joint Commission on Teacher Preparation. With the completion of the first phase of work, the Commission adopted a Statement of Principles to provide guidance in implementing State regulations regarding passing rates for the Massachusetts Educator Certification Tests (MECT) as outlined in Attachment B.

At the January 28, 1999 meeting, the Board adopted a series of regulations about the MECT. Based on new information available from the Joint Commission, those regulations need revision and require action by the Board of Trustees.

Following discussion,

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On motion duly made and seconded, it was

VOTED: Unanimously, to eliminate the requirement for Academic Skills Assessment Program (ASAP) Tests, as outlined on page 83, #2, and as presented in Attachment B.

\* \* \* \* \*

Dr. Doyle stated that the second action before the Board concerns the Massachusetts Educator Certification Test Subject Matter Test as outlined in Attachment B. College policy requires that students pass the subject matter test before entering student teaching. It is proposed that the Academic Vice President have the authority to consider student appeals from those students who did not pass the Certification Test Subject Matter Test to student teach in January of 2000 so as not to penalize students already far along in the teacher education program.

Following a lengthy discussion,

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On motion duly made and seconded, it was

VOTED: Unanimously, for the Fall of 1999, to allow the Academic Vice President to consider appeals from students planning to teach in January 2000 who did not pass the October of 1999 subject matter test.

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**Computer Science Report:** Dr. Doyle updated the Board on the recent media report released by the Board of Higher Education concerning Computer Science Departments throughout the state. The report of a Committee composed of 17 business professionals and 15 academics reviewed the Computer Science and Information Technology programs of all Massachusetts Public Colleges and Universities, noting that the 87 programs examined were generally out of sync with industry. For Framingham State College's Computer Science program, among other concerns, the report described the curriculum as being mediocre, our faculty staffing not stable, and referred to the drastic decline in faculty members over the past three years. The report concludes with a recommendation that Framingham State College be scheduled for a site visit.

Following a review of this report, President Heineman submitted correspondence to Chancellor Koplik informing him that Framingham State College had two faculty members in the Computer Science Department at the time the report was prepared, and since that time positions have been offered to two additional new faculty members. In addition, President Heineman stated that Framingham State College will pursue accreditation from the Computer Science Accreditation Board.

**ENROLLMENT MANAGEMENT REPORT:**

**Admissions Recruitment Activities:** Dean of Admissions and Enrollment Services Dr. Philip Dooher distributed Framingham State College's new Millennium 2000 Admissions Brochure to members of the Board. He stated that the staff of the Admissions Office is presently traveling throughout the New England area, making school visits and attending high school fairs to recruit new students. In an effort to enhance recruitment, ten Saturday Admissions Information Sessions are included in this year's recruitment program at the College.

Dr. Dooher stated that the Admissions office continues to work closely with the Board of Higher Education to implement the new Admissions Standards. New enrollment for the Spring Semester is expected to be between 200-250 students; Dr. Dooher stated that an updated enrollment report will be available at the January 27, 2000 meeting of the Board.

**STUDENT SERVICES REPORT:**

***Update on Building Authority:*** Dean of Student Services Cynthia Forrest stated that she was pleased to report that the Massachusetts State College Building Authority (MSCBA) issued a thirty-six million dollar bond for capital improvements and renovation for all State College residence halls. The Student Services Office has been working with the MSCBA in strategic planning and the development of web-based facility Management and Planning Software.

***Update on Ram's Den:*** Dr. Forrest stated that the Ram's Den will undergo renovation and seek a new image. To encourage the use of the Ram's Den by all members of the campus community, meetings to discuss programming continue to be held with Student Government Association President Ryan McKeen.

***Update on Student Program Offerings:*** Dr. Forrest stated that the Student Services area offers a wide array of programs to meet student needs. Presently there are 35 active Student Class/Club Organizations, 105 campus programs offered in addition to the regular departmental services, and residence hall programs. In recognition of our student leaders, President Heineman hosted a Student Leaders Reception on Wednesday, November 10, 1999.

**FINANCIAL AND ADMINISTRATIVE SERVICES REPORT:**

***Fiscal Year 1999 College Audit:*** Vice President Horrigan stated that Trustees have been provided with a copy of Framingham State College's Report on the Audit of Financial Statements for Year Ended June 30, 1999. The audit positively reflects the College's strong and stable financial condition. Vice President Horrigan stated that the strong financial position of the College assures that student fees will not be raised to support construction costs of the new Athletic and Recreation Facility.

***Fiscal Year 2000 Budget Report:*** Vice President Horrigan distributed a memorandum from Chancellor Koplik to the State and Community College Presidents outlining the final Fiscal Year 2000 Budget. The Final Fiscal Year 2000 Budget is positive, which, for Framingham State College reflects an increase of 3.5 % over the Fiscal Year 1999 Budget. In addition, the overall budget for higher education reflects major increases of \$3 million for educational reference materials and \$4 million for deferred maintenance.

**PERSONNEL REPORT:**

Following discussion,

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On motion duly made and seconded, it was

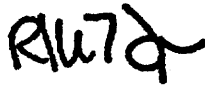
VOTED: Unanimously, to approve all Personnel Actions: Appointments; Full Time Temporary Appointments; Retirements; Resignations; Correction of Effective Dates; and Correction of Action Taken, as presented in Attachment C.

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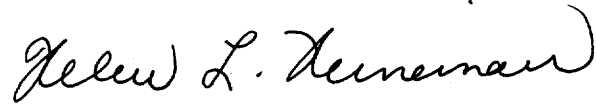


There being no further business, the meeting adjourned at 9:15 p.m.

Respectfully submitted,



Ralph T. Lepore, III  
Chairman  
Framingham State College Board of Trustees



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

**PERSONNEL ACTIONS**

**APPOINTMENTS**

Meunier, Suzanne	Library Assistant (half-time) Whittemore Library	Effective: 10/31/99 Annual Salary Rate: \$17,077.32
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**FULL TIME TEMPORARY APPOINTMENTS**

Bliss, Virginia	Instructor Biology	Effective: 01/16/2000 – 05/31/2000 Annual Salary Rate: \$28,155.40
Breuning, Cornelia	Instructor Computer Science	Effective: 01/16/2000 – 05/31/2000 Annual Salary Rate: \$29,669.64
Ives, Jane	Assistant Professor Economics & Business Administration	Effective: 01/16/2000 – 05/31/2000 Annual Salary Rate: \$41,405.00
Lawless, Lucile	Instructor Sociology	Effective: 01/16/2000 – 05/31/2000 Annual Salary Rate: \$33,567.56
Malaret, Luis	Assistant Professor Biology	Effective: 01/16/2000 – 05/31/2000 Annual Salary Rate: \$35,730.24
McCaul, Joseph	Instructor Computer Science	Effective: 01/16/2000 – 05/31/2000 Annual Salary Rate: \$29,355.04
Perry, Evelyn	Assistant Professor English	Effective: 01/16/2000 – 05/31/2000 Annual Salary Rate: \$34,220.16
Scalzi, Robert	Instructor Mathematics	Effective: 01/16/2000 – 05/31/2000 Annual Salary Rate: \$29,505.32
White, Jonathan	Instructor Sociology	Effective: 01/16/2000 – 05/31/2000 Annual Salary Rate: \$28,855.32

**RETIREMENTS**

Irwin, Regina	Assistant Professor Family & Consumer Sciences	Effective: 01/15/2000
Walcovy, Donna	Associate Professor Communication Arts	Effective: 10/30/99

November 18, 1999

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RESIGNATION

Dolin, Debra

Staff Assistant, Residence Director  
Residence Life & Housing

Effective: 09/25/99

CORRECTION OF EFFECTIVE DATE

Corea, Elizabeth

Instructor  
Communication Arts

Changed from: 09/01/99 – 05/31/2000  
To: 09/01/99 – 01/15/2000

Marek, Anne

Associate Registrar

Changed from: 09/30/99  
To: 11/30/99

CORRECTION OF ACTION TAKEN

Rierdan, Virginia

Staff Associate, Health Services

Changed from: Resignation  
Effective: 08/14/99  
To: Retirement  
Effective: 08/14/99