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Board of Trustees Meeting Packet, March 12, 1992

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BOARD OF TRUSTEES*

Framingham State College

Board Meeting

March 12, 1992 - 7:15 p.m.

1839 Room, D. Justin McCarthy College Center
Framingham, Massachusetts

AGENDA

1. Approval of Minutes - January 16, 1992 (Attachment I)
2. Report of the Chair
 - a. Nominating Committee Appointment
3. Report of the Task Forces
 - a. Personnel (Attachment II)
 - b. Budget (Attachment III)
 - c. College Relations
 - d. Community Relations
4. Report from the Framingham State College Foundation
5. Report of the President
6. Other Business

* In keeping with Board of Trustees By-Laws

The Trustees may reserve one half hour at the end of the agenda of their regular meetings for public participation. Individuals seeking to speak to the Trustees shall so inform the President's Office in writing, setting forth the purposes for speaking, at least one week prior to the relevant meeting. Subject to the Chair's discretion, individuals will be permitted to speak to the Trustees and will be assigned time within the allotted half hour based on the time of receipt of request.

March 5, 1992

M E M O R A N D U M

The following Task Force meetings of the Framingham State College Board of Trustees will be held on Thursday, March 12, 1992.

Personnel Task Force - 4:15 p.m.

V.I.P. Room

D. Justin McCarthy College Center

(Trustees: Buckley, Chair; Hilgenkamp; Lepore;
Masterman; Ploof; and Greenblatt, ex officio)

- AGENDA:
- a. Personnel Actions
 - b. Report from Academic Affairs

Budget Task Force - 4:00 p.m.

1839 Room, Section B

D. Justin McCarthy College Center

(Trustees: Walker, Chair; Accomando; Cahners; Cheng;
Fessenden; and Greenblatt, ex officio)

- AGENDA:
- a. Report on Fiscal Year 1992 and 1993 Budgets
 - b. Request to Establish a MetroWest Economic Research Center (MERC) Trust Fund
 - c. Report of Audit on Year End Closing (Fiscal Year 1991)
 - d. Other Business

College Relations Task Force - 3:30 p.m.

1839 Room, Section C

D. Justin McCarthy College Center

(Trustees: Accomando, Co-Chair; Ploof, Co-Chair;
Buckley; Fessenden; and Hilgenkamp)

- AGENDA:
- a. Community Service Program
 - b. Quality Service to Students
 - c. Academic Distinction

Community Relations Task Force - 3:30 p.m.

1839 Room, Section B

D. Justin McCarthy College Center

(Trustees: Cahners, Chair; Cheng, Lepore,
Masterman; and Walker)

- AGENDA:
- a. Development Activities
 - b. Public Relations



--Paul F. Weller
President

ATTACHMENT I

FRAMINGHAM STATE COLLEGE

Board of Trustees

March 12, 1992

Present: Trustees: Greenblatt, Chair; Accomando; Cheng; Hilgenkamp; Ploof; Walker; and President Weller.

Absent: Trustees Buckley, Vice Chair; Cahners; Fessenden; Lepore; and Masterman.

Chair Greenblatt called the meeting to order at 7:20 p.m.

* * * * *

On motion duly made and seconded it was

VOTED: Unanimously to approve the January 16, 1992 minutes.

* * * * *

Report of the Chair

Chair Greenblatt stated that in keeping with the By-Laws of the Board of Trustees, a Nominating Committee be appointed. Trustees Buckley, Cheng, and Masterman were appointed to serve on the Nominating Committee for the purpose of forwarding recommendations for the position of Chair and Vice Chair at the May 14, 1992 Board meeting.

Chair Greenblatt stated that mandated by law, Trustees are required to provide the Commonwealth with an institutional assessment by January, 1993. Chair Greenblatt appointed Trustees Greenblatt, Hilgenkamp, and Walker to serve on the Trustees Futures Committee for the purpose of preparing an institutional assessment for Framingham State College.

Chair Greenblatt reported on the status of the Commission on the Future of the State and Community Colleges. The 19-member Commission has completed its charge, and has recommended to the Governor and the HECC specific changes for the future.

Chair Greenblatt, gave a brief summary of the recommendations included in the Commission's DRAFT Report:

- **Missions of the State Colleges**

The Commission recommends . . .

- . Each State College should have a core program necessary to meet demonstrable regional needs.

- Beyond its core program, each State College should have a distinctive and unique focus as the basis for re-structuring its institutional mission.

- **Promoting Quality and Innovation In Public College Programs**

The Commission recommends . . .

- A broad-based, outcomes-oriented assessment program should be instituted and integrated with the accreditation process.
- Innovation in academic programming should be encouraged by and through faculty, staff and administration, with advice from community groups and employers.
- New programs should only be approved based on new missions for campuses, demonstrated need, and availability of resources.
- In critical fields where shortages of trained professionals exist, system-wide planning should ensure a coordinated approach to service delivery.
- Transfer of qualified Community College graduates to State Colleges and the University of Massachusetts must be guaranteed.
- A reciprocity referral system should be instituted to refer underqualified applicants from State College and University campuses to nearby Community Colleges.
- Full-time enrolled students should have the ability to cross-register for courses at other public colleges and universities within their geographic area.
- All barriers and distinctions between self-supporting (continuing education) and state-supported (day) programs must be eliminated.

The Commission Report also addresses the importance of encouraging faculty development around the mission of the Colleges.

- **Financing Public Colleges in the 1990's**

The Commission recommends . . .

- State and Community Colleges should be granted sufficient autonomy in their financial operations so that they may, with appropriate accountability, pursue creative and innovative measures to achieve efficiencies in human resource management and general administration.
- State-wide financial accounting and reporting systems should promote accountability and should allow for the collection of data in a standard higher education format.

- **Institutional Governance**

The Commission recommends that . . .

- Boards of Trustees should have clear, direct responsibility for institutional governance; HECC's responsibilities for campus administration should be exercised, wherever possible, through guidelines and approval of procedures.

- Presidents should be responsible to Trustees, who bear the principal fiduciary responsibility for financial planning and management.
- Trustees should be carefully selected by the Governor, and supported by the Higher Education Coordinating Council, to fulfill their expanded responsibilities effectively.

- **Delegated Authority**

The Commission recommends that . . .

- The recommended implementation of formula funding should significantly reduce the HECC's involvement in campus financial affairs, and relieve the asymmetry in HECC's statutory budgeting responsibilities.
- Delegation to State and Community College Boards of Trustees of authority to establish student charges, within HECC guidelines, will further the devolution of financial management authority to the campus level.
- It should be clearly understood that State College and Community College presidents are appointed by Boards of Trustees; presidential compensation could be delegated to Boards of Trustees subject to HECC guidelines.

Chair Greenblatt encouraged all Trustees to attend the Sixth Annual Christa McAuliffe Dinner-Dance to be held on April 25, 1992 at the Newton Marriott.

Chair Greenblatt asked for the Report of the Task Forces. He noted that the College and Community Relations Task Forces did not meet.

Report of the Task Forces

Personnel Task Force

Trustee Ploof, member of the Personnel Task Force, stated that the Personnel Task Force members (Present: Hilgenkamp and Ploof) met at 4:15 p.m., today, March 12, 1992, to review and discuss Personnel Actions (Attachment A), and Honorary Degree recipients for 1992 Commencement. Discussion also included the progress of several on-going searches.

Following discussion,

* * * * *

On motion duly made and seconded, it was

VOTED: Unanimously, to approve Personnel Actions for Promotion, Tenure, Appointments, Reappointments, Visiting Lecturer, Changes of Status, and Resignations.

* * * * *

Following discussion,

* * * * *

On motion duly made and seconded, it was

VOTED: Unanimously, to approve all 03 Appointments in the Division of Graduate and Continuing Education.

* * * * *

On motion duly made and seconded, it was

VOTED: Unanimously, to accept the Honorary Degree Recommendations to be awarded at the May 31, 1992 Commencement as follows:

- Mayor Raymond L. Flynn, Doctor of Laws (LL.D)
- Mr. Jack Williams, Doctor of Humane Letters (L.H.D.)
- Dr. Charles Willie, Doctor of Letters (Litt.D)

* * * * *

Trustee Ploof congratulated faculty members receiving promotion and tenure status.

Budget Task Force

Trustee Walker commended Chair Greenblatt on his outstanding accomplishments as a Trustee representative to the Futures Commission.

Trustee Walker, Chair of the Budget Task Force, read the Report of the Budget Task Force (Attachment B).

* * * * *

On motion duly made and seconded, it was

VOTED: Unanimously, to approve the establishment of the Metrowest Economic Research Center Trust Fund.

* * * * *

Report from the Framingham State College Foundation

Mr. John Haughey, Executive Director of the Framingham State College Foundation, Inc., reported on the activities of the Foundation:

- Planned giving is a major focal point of the Board, with workshops scheduled to be held in May and in the Fall, 1992.
- The members of the Foundation have been working together to become active participants in the April 25th Sixth Annual Christa McAuliffe Dinner-Dance.
- As a key element in the fund raising process, the Board has identified approximately 25 businesses to contact in the MetroWest area.

Report of the President:

Dean of Admissions Services Philip Doohar stated that in comparison to March, 1991, applications received have declined by approximately 5%, with a 35% increase in deposits received. Dr. Doohar introduced Admissions Counselor Dwayne Sparks and thanked him for his efforts in implementing a very successful Overnight Program for Students of Color held on February 18, 1992. Plans to schedule a follow-up program on April 22, 1992 are in process.

Acting Director of Development Diana Phillips reported:

- President and Mrs. Weller will be hosting a reception for local officials at their home on Monday, April 27th.
- The Recent Alumni Club activities continue at a fast pace. Thanks to the assistance of volunteer help, many upcoming events are being planned, with a newsletter nearing its final stage.

Ms. Phillips stated that she was pleased to be a part of the Recent Alumni Club. The common goal and leadership of the Club has been outstanding.

President Weller reported the following:

- Thanks to the student leadership, the March 3rd Business Luncheon was very successful. Special thanks to keynote speaker John Hamill, 1991 Commencement Speaker, who gave an outstanding address.
- The College hosted a very successful All-College Day on Wednesday, March 4, 1992. The program's theme was: "Sharing Visions, Developing Opportunities: Teaching and Curriculum for the 21st Century, and included a week of open classrooms. My appreciation to Vice President Adler and the Academic Affairs staff for providing the College with an outstanding All College Day Program.
- The Christa McAuliffe Dinner-Dance is scheduled to be held on April 25th at the Newton Marriott. Special thanks to Foundation Executive Director John Haughey and the members of the McAuliffe Dinner Planning Committee for their support and assistance in planning this very special event.
- Thanks to the assistance of Director of Affirmative Action Barbara Holland and Associate Director of Admissions Services Liz Canella, many well attended programs and events were held during February's Black History Month.

- The McAuliffe Center continues to be very active. Plans and activities include: the expansion of the Eisenhower Grant with Worcester Polytechnic Institute; The Department of Education has been working with the College in expanding its Massachusetts Teacher of the Year Award program; the College has been accepted to become a site by the Challenger Center, with a projected opening date of January 28, 1993. Special thanks to the assistance of Dr. Joseph Caruso and Dr. Claire Graham, Education Department; and Dr. Beverly Weiss, Director, McAuliffe Center for their work in the McAuliffe Center activities.
- The Child Development Laboratory, under the Direction of Director Jeanne Canelli, has just received certification and accreditation.
- Plans continue with the Cushing Hospital property. The Governor has appointed and charged a Task Force with the responsibility of recommending use of the property. The College continues to work together to support the use and need of the property for educational, physical education, and cultural arts programs.
- My special thanks to Chair Greenblatt for his support and understanding as a Trustee member on the Futures Commission. Due to his knowledge and dedication, Trustee Greenblatt was able to modify what would have been many difficult recommendations for the State Colleges.
- The College continues to pledge its support to provide outstanding quality programs for the students it serves. An Administrative Task Force has been charged with the responsibility of forwarding recommendations on ways in which the College can improve its capability of service.
- The return of furlough monies to individual campuses is still uncertain. It's still hopeful that the monies will be reimbursed through a supplemental budget process.
- The issue of tuition retention is still undecided. If approved, individual campuses will be able to retain tuition monies collected.
- The lack of salary increases, along with the non-funding of department chair stipend and promotion monies for nearly five years, continues to cause morale problems on campuses. The Executive Council of Presidents and Chancellors (ECPC) continues to work with the Secretary of Education and the HECC staff for funding of these monies.

Other Business:

Trustee Accomando, speaking on behalf of the Student Government Association, expressed his heartfelt thanks to President Weller, Chair Greenblatt, and the College community for their support of the very successful business luncheon held on Tuesday, March 3, 1992. As an opportunity for Trustees to meet newly elected members of the Student Government Association Executive Board, Trustee Accomando extended an invitation to all Trustees to attend a 7:30 a.m. Breakfast Meeting on Monday, April 27, 1992.

The meeting adjourned at 8:25 p.m.

Respectfully submitted,



Sherwin Greenblatt, Chair
Framingham State College Board of Trustees



Paul F. Weller, Executive Secretary
Framingham State College Board of Trustees

PERSONNEL ACTIONS

PROMOTIONS

Anderson, John	To Associate Professor Art Department	Effective: 9/1/92
Beck, Charles	To Associate Professor Education Department	Effective: 9/1/92
Beilin, Elaine	To Professor English Department	Effective: 9/1/92
Fletcher, Martha	To Associate Professor Home Economics Department	Effective: 9/1/92
Graham, Claire	To Associate Professor Education Department	Effective: 9/1/92
Langevin, Edgar	To Associate Professor Modern Languages Department	Effective: 9/1/92
Lazarus, Joyce	To Professor Modern Languages Department	Effective: 9/1/92
Luoto, Patricia	To Associate Professor Home Economics Department	Effective: 9/1/92
Murphy, Mary	To Professor English Department	Effective: 9/1/92
Ryan, Peter	To Associate Professor Economics/Business Administration	Effective: 9/1/92
Signes, Richard	To Associate Professor Modern Language Department	Effective: 9/1/92
Walcovy, Donna	To Associate Professor Communication Arts Department	Effective: 9/1/92

PERSONNEL ACTIONS

TENURE RECOMMENDATIONS

Abernethy, Marilyn	Assistant Professor Home Economics	Effective: 09/01/92
Beck, Sachiko	Assistant Professor Art Department	Effective: 09/01/92
Canelli, Jeanne	Assistant Professor Education Department	Effective: 09/01/92
Najjar, Yaser	Associate Professor Geography Department	Effective: 09/01/92
Soriano, Beverly	Assistant Professor Economics/Business Administration Department	Effective: 09/01/92
Walcovy, Donna	Assistant Professor Communication Arts Department	Effective: 09/01/92

APPOINTMENTS

Bergeron, Carol Roe	Assistant Director Admissions	Effective: 02/02/92 Salary: \$34,000.20
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REAPPOINTMENTS

Beyer, Kathleen	Assistant Professor English Department	Effective: 09/01/92
Braaten, Brenda	Assistant Professor Chemistry Department	Effective: 09/01/92
Craig, Mary Pat	Library Assistant Whittemore Library	Effective: 09/01/92
Farina, Louis	Assistant Professor Economics/Business Administration Department	Effective: 09/01/92

REAPPOINTMENTS CONT.

Kelly, Elizabeth	Assistant Professor Communication Arts Dept.	Effective: 09/01/92
Kline, Ronnie	Library Associate Whittemore Library	Effective: 09/01/92
Levine, Miriam	Assistant Professor English Department	Effective: 09/01/92
Perry, T. Bridgett	Assistant Professor Psychology Department	Effective: 09/01/92
Rogers, Mary	Assistant Professor Economics/ Business Administration Department	Effective: 09/01/92

APPOINTMENTS - VISITING LECTURES

Beyer, James	English	Effective: 01/26/92 Salary: \$2933.00
DeVasto, Carl	English	Effective: 01/26/92 Salary: \$5866.00
Kafka, Randy	Psychology	Effective: 01/26/92 Salary: \$1600.00
Malafi, Teresa	Psychology	Effective: 01/26/92 Salary: \$1600.00
Marcel, Barbara B.	Psychology	Effective: 01/26/92 Salary: \$1600.00
McCargar, Larry	Philosophy	Effective: 01/26/92 Salary: \$3200.00
Wall, Gail	Psychology	Effective: 01/26/92 Salary: \$3200.00
Walton, Susan S.	History	Effective: 01/26/92 Salary: \$1600.00

March 12, 1992

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CHANGE OF STATUS

Horton, Marjorie	English (Visiting Lecturer)	Change from: \$2933.00 to \$5866.00
Parisi, Marcia	Computer Science	Change from VL/TA to TA Salary: From \$2400.00 to \$ 800.00
Zimmerman, Ellen	Sociology (Visiting Lecturer)	Change from: \$1600.00 to \$3200.00

RESIGNATIONS

Patterson, Ronald	Assistant Director Operations/College Center	Effective: 03/07/92
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Personnel Action Summary
New Full-Time Appointments

	<u>Male</u>	<u>Female</u>
White	_____	<u>1</u>
Black	_____	_____
Hispanic	_____	_____
Asian or Pacific Islander	_____	_____
American Indian or Alaskan Native	_____	_____
Handicapped	_____	_____
Other	_____	_____

Full-Time Appointments (Temporary)

	<u>Male</u>	<u>Female</u>
White	_____	_____
Black	_____	_____
Hispanic	_____	_____
Asian or Pacific Islander	_____	_____
American Indian or Alaskan Native	_____	_____
Handicapped	_____	_____
Other	_____	_____

PERSONNEL ACTIONS
OFFICE OF GRADUATE AND CONTINUING EDUCATION
-03 APPOINTMENTS

SPRING 1992
SEMESTER - 1/28/92 - 5/18/92

ADDENDUM

ADDITIONS:

Mr. Adel Abadeer	Economics	Visiting Instructor	\$2,268.00
Mr. John Anderson	Art	Visiting Assistant Professor	\$2,600.00
Dr. E. Chamberlain-Coste	Psychology	Visiting Assistant Professor	\$2,400.00
Mr. Lawrence Dallin	Economics	Visiting Instructor	\$2,268.00
Dr. Carl DeVasto	English	Visiting Instructor	\$2,468.00
Dr. Arthur Doyle	Physical Sci	Visiting Professor	\$2,868.00
Ms. C. Doyle-Burke	Economics	Visiting Assistant Professor	\$2,600.00
Mr. Barry Dworman	Mathematics	Visiting Instructor	\$2,468.00
Mr. Allen Fairfax	Sociology	Visiting Instructor	\$2,268.00
Ms. Connie Feldman	Education	Visiting Instructor	\$2,268.00
Mr. Michael Flaherty	Economics	Visiting Instructor	\$2,268.00
Ms. Cynthia Forrest	Education	Visiting Instructor	\$2,268.00
Dr. Charlene Hamilton	H. Economics	Visiting Associate Professor	\$2,736.00
Mr. Zahid Hussain	Economics	Visiting Instructor	\$2,268.00
Ms. Ellen Sue Koretz	Education	Visiting Instructor	\$2,551.50
Mrs. E. Jane Laucks	Psychology	Visiting Instructor	\$1,134.00
Mrs. Julie LeBlanc	Psychology	Visiting Instructor	\$2,268.00
Dr. Yaser Najjar	Geography	Visiting Associate Professor	\$2,736.00
Dr. Savino Placentino	Education	Visiting Associate Professor	\$1,585.00
Ms. Sharon Potvin	Economics	Visiting Instructor	\$2,268.00
Mr. Richard Strauss	Comp Sci	Visiting Instructor	\$2,268.00

ADDITIONS (Cont):

Mr. Paul Swoboda	Alld Hlth	Visiting Instructor	\$2,268.00
Dr. Rona Tananbaum	Psychology	Visiting Assistant Professor	\$1,500.00
Mrs. Barbara Tarlow	Sociology	Visiting Instructor	\$2,268.00
Dr. Henry Tischler	Sociology	Visiting Professor	\$1,334.00
Dr. Charles White	Economics	Visiting Associate Professor	\$2,736.00

BURRIVILLE RHODE ISLAND CONTRACT COURSE
SEMESTER - 1/30/92 - 5/18/92

Dr. Diane Lowe	Education	Visiting Professor	<u>\$2,001.00</u>
TOTAL ADDITIONS			\$60,933.50

CORRECTIONS:

Memorandum dated 1/8/92 as follows:

Ms. Susan Dargan	Sociology	Visiting Instructor	\$2,268.00
Should be:			
Ms. Susan Dargan	Sociology	Visiting Instructor	\$2,568.00

Framingham Union Hospital
Semester - 1/6/92 - 4/24/92

Should be:

Semester runs 1/06/92 - 4/24/92 for Devine and Merson.
Semester runs 1/28/92 - 5/18/92 for Previte and Roskey.

DELETIONS:

Dr. Martin Barroll	Sociology	Visiting Assistant Professor	\$2,400.00
Mr. Roger Crawford	Economics	Visiting Instructor	\$2,268.00
Mr. James Eng	Art	Visiting Professor	\$2,868.00
Mr. Paul Farrand	Economics	Visiting Assistant Professor	\$2,600.00
Dr. Leonard Flynn	Psychology	Visiting Professor	\$2,868.00
Mr. Joseph Gaudet	Mathematics	Visiting Instructor	\$2,468.00

DELETIONS (Cont.):

Dr. Bernard Horn	English	Visiting Associate Professor	\$2,736.00
Ms. Lynne Johnson	Comm Arts	Visiting Instructor	\$2,268.00
Ms. Maxine Keats	English	Visiting Instructor	\$2,468.00
Dr. Donald Krier	Economics	Visiting Professor	\$2,868.00
Ms. Lucille Lawless	Sociology	Visiting Instructor	\$2,268.00
Dr. Janice Leary	Psychology	Visiting Instructor	\$2,268.00
Dr. Janice Leary	Psychology	Visiting Instructor	\$2,268.00
Mr. William Linkow	Mathematics	Visiting Instructor	\$2,268.00
Ms. Catherine McLaughlin	English	Visiting Assistant Professor	\$2,600.00
Mrs. Teresa Muskopf	Home Ec	Visiting Instructor	\$2,468.00
Rev. Francis Paolo	English	Visiting Instructor	\$2,468.00
Dr. T. Bridgett Perry	Psychology	Visiting Assistant Professor	\$2,600.00
Dr. Robert Ramsdell	Philosophy	Visiting Professor	\$2,668.00
Dr. Mary Rogers	Economics	Visiting Assistant Professor	\$2,400.00
Dr. Willard Spence	Biology	Visiting Professor	\$2,868.00
Mr. Michael White	Geography	Visiting Assistant Professor	<u>\$2,600.00</u>
		TOTAL DELETIONS	\$55,556.00

FRAMINGHAM STATE COLLEGE

BUDGET TASK FORCE

March 12, 1992

The Budget Task Force met on Thursday, March 12, 1992 at 4:00 p.m. in the 1839 Room of the D. Justin McCarthy College Center at Framingham State College.

Trustees Present: Walker, Chair; Cheng; and Greenblatt (ex-officio)

President Weller and Vice President Horrigan reported on the budget status for the current Fiscal Year and Fiscal Year 1993. President Weller will discuss this matter in his report.

* * * * *

In the materials presented to you this evening is a copy of the State Auditor's Report on Agency Compliance For Cash and Revenue Management for Fiscal Year 1991. There are no variances cited for Framingham State College.

* * * * *

Enclosed in the materials sent with the agenda is a request to establish the Metrowest Economic Research Center Trust Fund. Tonight, we have distributed a brochure describing MERC, it's functions and it's advisory board.

At the conclusion of this report we will recommend the establishment of the Trust.

(2)

* * * * *

Vice President Horrigan reported that repayment of mandatory furloughs taken from employees in April, May and June of 1991 occurred on Thursday, January 23, 1992. \$235,432.41 was returned to 206 employees. While legislation appears to provide for a reserve to reimburse the College it is not clear whether this will actually happen. If the College is not reimbursed we face a major financial difficulty.

He also reported that the Fiscal Year 1992 Mid-Year Management Performance Plan Review was submitted to the Higher Education Coordinating Council (HECC). This document included a request to replace the funds paid as furlough reimbursement to our employees.

Lastly, I am pleased to report that the College received payment of \$10,000 from the will of Ruth A. Pheiffer. We will receive an additional \$10,000 from the will and \$50,000 (making a total of \$70,000) from a charitable remainder annuity trust. The funds are to be used for scholarship assistance for students considering a teaching career. Ms. Pheiffer, an alumna of the College died in July of 1991.

* * * * *

The Task Force has one recommended Vote.

VOTES

The Task Force recommends that the Trustees Vote:

To approve the Metrowest Economic Research Center Trust Fund.

(Attachment III)

February 25, 1992

To: Jack Horrigan
Vice President for Financial Affairs

From: Maureen Dunne *MD*
MERC

Re: MERC Trust Fund

As you requested in our meeting on February 6, I have drafted language to establish a MERC Trust Fund. I would appreciate your reviewing the following:

MetroWest Economic Research Center (MERC)
Trust Fund
Framingham State College

That pursuant to the provisions of the General Laws of the Commonwealth of Massachusetts, there is hereby established a Trust Fund at Framingham State College under the jurisdiction of the Board of Trustees of Framingham State College which shall be entitled, "MERC Trust Fund".

The Trust is established for the purpose of supporting the goals and objectives of the MetroWest Economic Research Center (MERC). Income may be derived from fees, gifts, grants and other sources. Expenditures shall be made to meet the necessary expenses of MERC, including, but not limited to, personnel, travel, publications, equipment, and repair.

This Trust Fund shall be administered by the President of Framingham State College and/or a designee. Proper records and bank accounts shall be maintained in a manner consistent with proper accounting procedures for an enterprise of this kind and will be subject to audit and inspection by the Department of the State Auditor and such agencies charged with such responsibilities.



**METROWEST ECONOMIC RESEARCH CENTER
AT FRAMINGHAM STATE COLLEGE**

100 State Street, Framingham, MA 01701

(508) 626-4850

FAX: (508) 626-4592