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Board of Trustees Meeting Packet, January 16, 1992

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BOARD OF TRUSTEES*

Framingham State College

Board Meeting

January 16, 1992 - 7:15 p.m.

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

AGENDA

1. Approval of Minutes - November 21, 1991 (Attachment I)
2. Report of the Chair
3. Report of the Task Forces
 - a. Personnel (Attachment II)
 - b. Budget
 - c. College Relations
 - d. Community Relations
4. Report from the Framingham State College Foundation
5. Consideration of the Task Force Report on Discrimination and of the H.I.V./AIDS Policy
6. Report of the President
7. 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.



Framingham State College

100 State Street, Framingham, MA 01701-9101

Office of the President

(508) 626-4575

FAX (508) 626-4592

January 9, 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, January 16, 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. Trust Fund Quarterly Report
 - b. Fiscal Year 1993 Budget Request
 - c. Capital Outlay Funding

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. Diversity Task Force Report and
H.I.V./AIDS Policy
 - b. Community Service Program
 - c. Quality Service to Students
 - d. 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

PFW:amd

ATTACHMENT I

FRAMINGHAM STATE COLLEGE

Board of Trustees

January 16, 1992

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

Absent: Trustees Buckley, Vice Chair; and Masterman.

Chair Greenblatt called the meeting to order at 7:25 p.m.

* * * * *

On motion duly made and seconded, it was

VOTED: Unanimously, to approve the November 21, 1991 minutes.

* * * * *

Report of the Chair

Chair Greenblatt reported on the status of the Commission on the Future of the State and Community Colleges. The Commission is expected to complete their work and forward recommendations to the Governor by the end of February, 1992. At the January 6, 1992 Commission meeting, a discussion draft was distributed for review and study. The mission issue continues to pose problems with the State Colleges. Commission members believe there should be a clear mission for each individual college rather than a general overall mission. It appears likely that the Commission will recommend that each college have a definitive mission and that no two colleges will concentrate in the same area.

On the finance issue, Commission members are in support of autonomy which would allow individual Colleges to set tuition and fees in order to pursue their mission as they see appropriate.

At the present time, the Commission is discussing the very complex issue of governance. Discussion includes the entrusting and delegating of power to various decision making areas. Currently, the responsibilities of the individual Boards of Trustees are to establish management policies, oversee academic programs, oversee student services, prepare budget requests, control spending, manage and maintain real property, advise the Higher Education Coordinating Council (HECC) on labor relations, appoint or dismiss personnel, prepare five-year plans, etc. The Commission believes that individual Boards should be empowered to set tuition within guidelines set by the HECC.

Report of the Task Forces

Personnel Task Force

Trustee Hilgenkamp, member of the Personnel Task Force, stated that the Personnel Task Force members (Present: Hilgenkamp, Lepore, and Ploof) met at 4:15 p.m., today, January 16, 1992, to review and discuss Personnel Actions (Attachment A). Discussion also included the search process for a Continuing Education Director, Campus Police Chief, and Office of Career Advisement and Placement Director.

Following discussion,

* * * * *

On motion duly made and seconded, it was

VOTED: Unanimously, to approve Personnel Actions for Sabbatical Leaves, Full-Time Temporary, Visiting Lecturer, Change of Status, and Corrections.

* * * * *

On motion duly made and seconded, it was

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

* * * * *

Budget Task Force

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

College and Community Relations Task Force

Trustee Accomando stated that members of the College and Community Relations Task Force (Present: Trustees Accomando, Fessenden, Greenblatt, Hilgenkamp, Lepore, Ploof, and Walker) met at 3:30 p.m., today, January 16, 1992. Acting Director of Development Diana Phillips was present to update Trustees on the College's Development efforts. Task Force members reviewed the Recommendations of the President's Task Force on Discrimination (Attachment C). Trustee Accomando commended members of the President's Task Force on Discrimination for their work in preparing an outstanding Report.

Following discussion,

* * * * *

On motion duly made and seconded, it was

VOTED: Unanimously, to approve the Recommendations of the President's Task Force on Discrimination.

* * * * *

Trustee Accomando reported that Task Force members reviewed and discussed the Framingham State College H.I.V./AIDS Policy (Attachment D).

* * * * *

On motion duly made and seconded, it was

VOTED: Unanimously, to approve the Framingham State College H.I.V./AIDS Policy.

* * * * *

Trustee Walker expressed his appreciation to Acting Director of Development Diana Phillips for her illuminating report on the progress of the Recent Alumni Group and her professional working relationship with members of the Framingham State College Foundation, Inc.

Trustee Cahners reported that the Framingham State College Foundation Board met on January 14, 1992. The meeting included discussion about the possibility of purchasing property on State Street for use by the Foundation and College. The services of an architect have been retained to evaluate the house and property for purchase. The remainder of the meeting involved the establishment of various sub-committees.

Trustee Cahners asked members of the Board for their support in assisting the McAuliffe Planning Committee with the upcoming Sixth Annual McAuliffe Dinner Dance to be held on April 25, 1992 at the Newton Marriott.

Report of the President

Dean of Admissions Services Philip Doohar reported that the Admissions Office has received 531 applications for the Spring, 1992 semester, with acceptances offered to 391 students. Ten international students are enrolled for the January semester, increasing the student diversity on campus.

Dr. Doohar was pleased to report that the College has participated in a college preview plan which will allow video tapes of Framingham State College to be available at major video stores.

Vice President for Academic Affairs Madeleine W. Adler stated that thanks to the efforts of Associate Vice President for Academic Affairs Michael Fiorentino, the reorganization of Continuing Education is nearing the completion stage. Dr. Adler expressed her personal appreciation to Dr. Fiorentino, Registrar Dudley Marsh and Associate Registrar Darlene Fahey for their assistance in overseeing a very delicate reorganization process.

Vice President for Student Services Wendy Noyes stated that she was pleased to report that the College has received \$4,000 from Parent dues and that \$16,500 in pledges were received from the December, 1991 Phonathon activities.

President Weller reported the following:

- ... The early retirement bill is presently in the public service committee. It is hopeful the bill will be signed and become effective in March.
- ... Employees who opted to take their furloughs at the end of their State service are currently being reimbursed. It's still unsure if money will be received from the State for reimbursement of these furlough monies. If monies are not forthcoming from the State, the individual campuses will have to absorb these costs.
- ... Tuition Retention continues to be a very important issue to the College. The Colleges will have more autonomy and flexibility if these monies remain at the individual campuses.
- ... The Futures Commission continues to meet. Their recommendations concerning the missions of the State Colleges continues to be distressing. It is my strong belief that the State Colleges should be flexible and offer students a broad range of programs, and not be forced to have strict missions and guidelines. Framingham State College currently has a broad range of programs and serves their students well. It is critical to our future that the Commonwealth maintain institutions like Framingham.

The meeting adjourned at 8:15 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

SABBATICAL LEAVES

Beckwitt, Richard	Associate Professor Biology	Effective: Fall 1992
Beilin, Elaine	Associate Professor English	Effective: Academic Year 1992- 93
Bolio, Stephen	Assistant Professor Nursing	Effective: Spring 1993
Broadcorens, Joan	Professor Home Economics	Effective: Fall 1992
Conrad, Susan	Associate Professor Nursing	Effective: Fall 1992
Fletcher, Martha	Assistant Professor Home Economics	Effective: Spring 1993
Klaas, Judy	Professor Biology	Effective: Spring 1993
Low, Lorraine	Professor Psychology	Effective: Spring 1993
McKinney, Marie	Associate Professor Economics/Business	Effective: Academic Year 1992-93
Milaszewski, Richard	Professor Chemistry Food Science	Effective: Fall 1992
Nolletti, Arthur	Professor English	Effective: Spring 1993
Preskenis, Kenneth	Professor Mathematics	Effective: Academic Year 1992-93
Seiden, Mark	Professor English	Effective: Fall 1992
Starobin, Leslie	Assistant Professor Communication Arts	Effective: Spring 1993
White, Charles	Associate Professor Economics/Business	Effective: Fall 1992

FULL-TIME TEMPORARY APPOINTMENTS

Berkeley, Christopher	Instructor Politics/History	Effective: Salary:	01/26/92 - 05/31/92 \$23,000.12
Bochynski, Debra	Asst. to the Director College Center (Acting)	Effective: Salary:	01/05/92 \$22,000.16
TePaske, Derrick	Instructor Communication Arts	Effective: Salary:	01/26/92 - 05/31/92 \$24,200.28

VISITING LECTURERS

Argir, Arlene	Education	Effective: Salary:	01/26/92 - 05/31/92 \$2933.00
Baiano, Deborah	Sociology	Effective: Salary:	01/26/92 - 05/31/92 \$5866.00
Barroll, Martin	Sociology	Effective: Salary:	01/26/92 - 05/31/92 \$5866.00
Berkowitz, Rita	Art	Effective: Salary:	01/26/92 - 05/31/92 \$1600.00
Bosse, Peter	Economics/Business	Effective: Salary:	01/26/92 - 05/31/92 \$2933.00
Brauner, Phyllis	Chemistry	Effective: Salary:	01/26/92 - 05/31/92 \$5866.00
Breuning, Cornelia	Computer Science	Effective: Salary:	01/26/92 - 05/31/92 \$5866.00
Burnett, Katherine	Geography	Effective: Salary:	01/26/92 - 05/31/92 \$1600.00
Clemente, Paul	Computer Science	Effective: Salary:	01/26/92 - 05/31/92 \$2933.00
Comegno, Arthur J.	Music	Effective: Salary:	01/26/92 - 05/31/92 \$1600.00
Crawford, Roger	Economics/Business	Effective: Salary:	01/26/92 - 05/31/92 \$2933.00
Cunningham, Richard	English	Effective: Salary:	01/26/92 - 05/31/92 \$2933.00

Dwinell, Roland	Economics/Business	Effective: 01/26/92 - 05/31/92 Salary: \$2400.00
Eastman, Jennifer	Economics/Business	Effective: 01/26/92 - 05/31/92 Salary: \$2933.00
Garr, William	Education	Effective: 01/26/92 - 05/31/92 Salary: \$2933.00
Hall, Sandra	Nursing	Effective: 01/26/92 - 05/31/92 Salary: \$2000.00
Hannigan, Joseph	Computer Science	Effective: 01/26/92 - 05/31/92 Salary: \$2933.00
Horton, Marjorie	English	Effective: 01/26/92 - 05/31/92 Salary: \$2933.00
Howland, John	Computer Science	Effective: 01/26/92 - 05/31/92 Salary: \$2933.00
Keats, Maxine	English	Effective: 01/26/92 - 05/31/92 Salary: \$1600.00
Kim, Young-Kyung	Chemistry	Effective: 01/26/92 - 05/31/92 Salary: \$2200.00
Lawless, Lucille	Sociology	Effective: 01/26/92 - 05/31/92 Salary: \$5866.00
Lloyd, Thomas	Economics/Business	Effective: 01/26/92 - 05/31/92 Salary: \$3200.00
McCaul, Joseph	Computer Science	Effective: 01/26/92 - 05/31/92 Salary: \$5866.00
Merson, Raymond	History	Effective: 01/26/92 - 05/31/92 Salary: \$1600.00
Parisi, Marcia	Computer Science VL/TA	Effective: 01/26/92 - 05/31/92 Salary: \$2400.00
Pinderhughes, Charles	Sociology	Effective: 01/26/92 - 05/31/92 Salary: \$1600.00
Porter, Sheila	Nursing	Effective: 01/26/92 - 05/31/92 Salary: \$1600.00
Sullivan, Eileen	Education	Effective: 01/26/92 - 05/31/92 Salary: \$4400.00

Wenzel, William H.	Communication Arts	Effective: 01/26/92 - 05/31/92 Salary: \$1600.00
Wu, Alan	Computer Science	Effective: 01/26/92 - 05/31/92 Salary: \$2933.00
Wurtzell, Sherry	Economics/Business	Effective: 01/26/92 - 05/31/92 Salary: \$1600.00
Zimmerman, Ellen	Sociology	Effective: 01/26/92 - 05/31/92 Salary: \$1600.00

CHANGE OF STATUS

Beyer, Kathleen	English	Leave of Absence change From: 1991-92 Academic year To: Fall 1991
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CORRECTIONS

Gallagher, James	Information Technology Support Manager Computer Services	Effective date changed From: 11/03/91 To: 11/17/91
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Personnel Action Summary
New Full-Time Appointments

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

Full-Time Appointments (Temporary)

	<u>Male</u>	<u>Female</u>
White	<u>2</u>	<u>1</u>
Black	_____	_____
Hispanic	_____	_____
Asian or Pacific Islander	_____	_____
American Indian or Alaskan Native	_____	_____
Handicapped	_____	_____
Other	_____	_____

PERSONNEL ACTIONS
OFFICE OF GRADUATE AND CONTINUING EDUCATION

-03 APPOINTMENTS

INTERSESSION 1992
SEMESTER - 1/6/92 - 1/24/92

Ms. Deborah Baiano	Sociology	Visiting Instructor	\$1,134.00
Ms. Susan Dargan	Sociology	Visiting Instructor	\$1,134.00
Ms. Theresa Fitzpatrick	Psychology	Visiting Assistant Professor	\$2,400.00
Dr. Leonard Flynn	Mathematics	Visiting Professor	\$2,868.00
Dr. Bernard Horn	English	Visiting Associate Professor	\$2,736.00
Ms. Linda Klein	Art	Visiting Instructor	\$2,268.00
Ms. Lucille Lawless	Sociology	Visiting Instructor	\$2,268.00
Dr. Rene LeBlanc	Biology	Visiting Professor	\$2,868.00
Dr. Larry McCargar	Philosophy	Visiting Assistant Professor	\$2,600.00
Mr. Edward Melegian	Music	Visiting Assistant Professor	\$2,600.00
Mr. John P. Sano	Comm Arts	Visiting Instructor	\$2,268.00

TOTAL			\$25,144.00

FRAMINGHAM UNION HOSPITAL
SEMESTER - 1/6/92 - 4/24/92

Mr. Richard Devine	Sociology	Visiting Professor	\$2,668.00
Mr. Raymond Merson	History	Visiting Assistant Professor	\$2,600.00
Dr. Joseph Previte	Biology	Visiting Professor	\$4,652.00
Dr. Chester Roskey	Biology	Visiting Professor	\$4,652.00

TOTAL			\$14,572.00

Total Compensation \$39,716.00

PERSONNEL ACTIONS
OFFICE OF GRADUATE AND CONTINUING EDUCATION

-03 APPOINTMENTS

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

Mr. Joseph Aieta	Philosophy	Visiting Instructor	\$2,268.00
Mr. Robert Ainsworth	Economics	Visiting Instructor	\$2,468.00
Mrs. Beverly Amazeen	Psychology	Visiting Assistant Professor	\$2,600.00
Dr. John R. Ambacher	Politics	Visiting Professor	\$2,868.00
Mr. Dennis P. Avola	Economics	Visiting Instructor	\$2,468.00
Ms. Deborah Baiano	Sociology	Visiting Instructor	\$2,268.00
Mr. Jeffrey Baker	Comm Arts	Visiting Associate Professor	\$2,736.00
Dr. William Barklow	Biology	Visiting Associate Professor	\$4,004.00
Dr. Martin Barroll	Sociology	Visiting Assistant Professor	\$2,400.00
Dr. Richard Beckwitt	Biology	Visiting Associate Professor	\$2,736.00
Mr. Christopher Berkeley	History	Visiting Instructor	\$2,468.00
Dr. Theodore Blank	Alld Health	Visiting Professor	\$2,868.00
Ms. Cornelia Breuning	Comp Sci	Visiting Instructor	\$2,468.00
Ms. Susan Burgess	English	Visiting Instructor	\$2,468.00
Sen. Edward Burke	Alld Health	Visiting Professor	\$2,868.00
Dr. Joseph Caruso	Education	Visiting Professor	\$2,668.00
Dr. Richard Chartier	English	Visiting Professor	\$2,868.00
Mr. Roger Crawford	Economics	Visiting Instructor	\$2,268.00
Dr. Malcolm Cunningham	Modn Lang	Visiting Associate Professor	\$2,736.00
Mr. Richard Cunningham	English	Visiting Assistant Professor	\$2,600.00
Mrs. Ann M. Daily	Comm Arts	Visiting Assistant Professor	\$2,600.00
Dr. Antonio Dantas	Economics	Visiting Associate Professor	\$2,536.00
Ms. Susan Dargan	Sociology	Visiting Instructor	\$2,268.00

PERSONNEL ACTIONS
OFFICE OF GRADUATE AND CONTINUING EDUCATION

-03 APPOINTMENTS

Mr. Walter Devine	Education	Visiting Instructor	\$2,600.00
Mr. Roland Dwinell	Economics	Visiting Assistant Professor	\$2,600.00
Mr. Brendan Egan	Alld Health	Visiting Instructor	\$2,468.00
Mr. James Eng	Art	Visiting Professor	\$2,868.00
Dr. James Espinosa	Sociology	Visiting Instructor	\$2,268.00
Mr. Louis Farina	Economics	Visiting Professor	\$2,668.00
Mr. Paul Farrand	Economics	Visiting Assistant Professor	\$2,600.00
Mr. Braford Findell	Mathematics	Visiting Instructor	\$2,268.00
Mr. Stephen Fiore	Music	Visiting Associate Professor	\$2,736.00
Dr. Leonard Flynn	Psychology	Visiting Professor	\$2,868.00
Mr. Alan Freed	Economics	Visiting Instructor	\$2,468.00
Dr. Charles Garabedian	Mathematics	Visiting Associate Professor	\$2,736.00
Mr. Joseph Gaudet	Mathematics	Visiting Instructor	\$2,468.00
Ms. Patricia Giragosian	English	Visiting Instructor	\$2,268.00
Dr. Arnold Good	Mathematics	Visiting Professor	\$2,868.00
Dr. Richard Grozier	History	Visiting Professor	\$2,668.00
Mr. Joseph Hannigan	Mathematics	Visiting Instructor	\$2,468.00
Ms. Lauren Hartshorn	Modn Lang	Visiting Instructor	\$2,468.00
Dr. Bernard Horn	English	Visiting Associate Professor	\$2,736.00
Mrs. Marjorie Horton	English	Visiting Assistant Professor	\$2,600.00
Dr. Sigmund Hough	Psychology	Visiting Instructor	\$2,268.00
Dr. Gary Hylander	History	Visiting Assistant Professor	\$2,600.00
Dr. George Jarnis	Politics	Visiting Professor	\$2,868.00
Ms. Lynne Johnson	Comm Arts	Visiting Instructor	\$2,268.00
Dr. Harry Julia	Psychology	Visiting Professor	\$2,868.00

PERSONNEL ACTIONS
OFFICE OF GRADUATE AND CONTINUING EDUCATION

-03 APPOINTMENTS

Ms. Maxine Keats	English	Visiting Instructor	\$2,468.00
Dr. Harold Kiess	Psychology	Visiting Professor	\$2,868.00
Dr. Hie-Joon Kim	Chemistry	Visiting Instructor	\$3,402.00
Dr. Walter Klar	Education	Visiting Professor	\$2,868.00
Mr. John Klepadlo	Comm Arts	Visiting Instructor	\$2,268.00
Mrs. Gracy Koshy	Comp Sci	Visiting Assistant Professor	\$2,600.00
Dr. Tom Koshy	Mathematics	Visiting Professor	\$2,868.00
Dr. A. Kremgold-Barrett	Psychology	Visiting Professor	\$2,600.00
Dr. Donald Krier	Economics	Visiting Professor	\$2,868.00
Ms. Lucille Lawless	Sociology	Visiting Instructor	\$2,268.00
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
Dr. Rene LeBlanc	Biology	Visiting Professor	\$2,868.00
Dr. Miriam Levine	English	Visiting Assistant Professor	\$2,400.00
Dr. Margaret Lidback	Comm Arts	Visiting Associate Professor	\$2,736.00
Mr. William Linkow	Mathematics	Visiting Instructor	\$2,268.00
Mr. Thomas Lloyd	Economics	Visiting Instructor	\$2,468.00
Dr. Pamela Ludemann	Psychology	Visiting Assistant Professor	\$2,400.00
Mrs. Patricia Luoto	Home Ec	Visiting Assistant Professor	\$2,400.00
Mr. Donald MacRitchie	Economics	Visiting Assistant Professor	\$2,600.00
Mr. Kevin H. Malley	Politics	Visiting Instructor	\$2,468.00
Dr. Larry McCargar	Philosophy	Visiting Assistant Professor	\$2,600.00
Mr. Joseph McCaul	Mathematics	Visiting Instructor	\$2,468.00
Mr. Joseph McCaul	Comp Sci	Visiting Instructor	\$2,468.00

PERSONNEL ACTIONS
OFFICE OF GRADUATE AND CONTINUING EDUCATION

-03 APPOINTMENTS

Ms. Catherine McLaughlin	English	Visiting Assistant Professor	\$2,600.00
Mr. William McMullen	Education	Visiting Instructor	\$2,268.00
Mr. Raymond Merson	History	Visiting Assistant Professor	\$2,600.00
Mr. Raymond Merson	History	Visiting Assistant Professor	\$2,600.00
Dr. R. F. Milaszewski	Chemistry	Visiting Professor	\$4,202.00
Dr. Mary Murphy	English	Visiting Associate Professor	\$2,736.00
Mrs. Teresa Muskopf	Home Ec	Visiting Instructor	\$2,468.00
Dr. Jerry Natterstad	English	Visiting Professor	\$2,668.00
Dr. P. Bradley Nutting	History	Visiting Professor	\$2,868.00
Mr. Jim O'Malley	Comp Sci	Visiting Instructor	\$2,468.00
Rev. Francis Paolo	English	Visiting Instructor	\$2,468.00
Mr. Thomas Parsons	Home Ec	Visiting Assistant Professor	\$2,600.00
Dr. T. Bridgett Perry	Psychology	Visiting Assistant Professor	\$2,600.00
Dr. Savino Placentino	Education	Visiting Associate Professor	\$2,536.00
Dr. Carmen Quintilliani	Education	Visiting Professor	\$2,868.00
Dr. Robert Ramsdell	Philosophy	Visiting Professor	\$2,668.00
Ms. Sandra Raymond	Comm Arts	Visiting Assistant Professor	\$2,400.00
Dr. Mary Rogers	Economics	Visiting Assistant Professor	\$2,400.00
Mr. Alfred Rossetti	Mathematics	Visiting Instructor	\$2,468.00
Dr. Eike Satake	Mathematics	Visiting Instructor	\$2,468.00
Dr. Julia Scandrett	English	Visiting Assistant Professor	\$2,600.00
Dr. Mark Seiden	English	Visiting Professor	\$2,868.00
Mrs. Audrey Seyffert	Education	Visiting Assistant Professor	\$2,600.00
Dr. James Shuster	Sociology	Visiting Professor	\$1,334.00
Mr. Richard Signes	Modn Lang	Visiting Assistant Professor	\$2,600.00

PERSONNEL ACTIONS
OFFICE OF GRADUATE AND CONTINUING EDUCATION

-03 APPOINTMENTS

Dr. Willard Spence	Biology	Visiting Professor	\$2,868.00
Mr. Philip B. Stanton	Biology	Visiting Professor	\$2,668.00
Mr. Robert Sugar	Politics	Visiting Instructor	\$2,468.00
Mr. George Svitila	Economics	Visiting Instructor	\$2,468.00
Dr. Lawrence Symington	Psychology	Visiting Associate Professor	\$2,736.00
Dr. Peter Toohey	Education	Visiting Professor	\$2,868.00
Mr. Lawrence Towle	Economics	Visiting Instructor	\$2,468.00
Dr. Robert Wallace	Economics	Visiting Professor	\$2,868.00
Dr. Barrie Westerman	Psychology	Visiting Associate Professor	\$2,736.00
Mr. Michael White	Geography	Visiting Assistant Professor	\$2,600.00
Mr. Robert Yosca	Mathematics	Visiting Assistant Professor	\$2,600.00
TOTAL SPRING COMPENSATION			<u>\$283,394.00</u>

FRAMINGHAM STATE COLLEGE

BUDGET TASK FORCE

JANUARY 16, 1992

The Budget Task Force met on Thursday, January 16, 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; Accomando; Fessenden and Greenblatt.

President Weller and Vice President Horrigan reported on the budget status for the current year and Fiscal Year 1993. For the current year, legislation has been approved which provides that certain employees who were mandated to take a furlough during the last Fiscal Year are to be reimbursed on or before January 31, 1992. Repayment at Framingham State College will be made on Thursday, January 23, 1992 to 206 employees in the amount of \$235,432.41. While the legislation provides for a reserve to reimburse the College accounts, it is not clear whether this will actually happen. If this does not occur, it will be the second mandated reversion/adjustment which is unbudgeted and may necessitate increases in fees for the next Fiscal Year. (The first additional charge to the College was in fringe benefits which will cost the College an estimated \$50,000).

Regarding the Fiscal Year 1993 Budget, it is expected that the Governor will submit his recommendation for funding next week. At best, it appears that we will receive level funding. It is also believed that the Governor will not be recommending funds to provide for salary increases for College Personnel. If he does not, it will be the fifth year in which staff have not received salary increases.

* * * * *

Included in the materials distributed to you this evening, is the second Quarterly Report on Trust Fund Activities for Fiscal Year 1992 (Attachment A). This report which indicates both budgeted and actual income along with expense information is presented to the Trustees on a quarterly basis. Comments regarding this report may be given to the Task Force members or to Vice President Horrigan.

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Vice President Horrigan reported that discussions are taking place between the State College Council of Presidents (COP), the Higher Education Coordinating Council (HECC), the State College Building Authority (SCBA) and the Massachusetts Health and Educational Facilities Authority (HEFA) concerning the issuance of bonds to construct educational facilities on the State College Campuses. HEFA is an independent public authority created by

the Massachusetts Legislature in 1968 to provide a measure of assistance and an alternative method to enable Colleges to provide facilities "sorely" needed. Recent legislation permits Public Colleges to utilize this program. While many of the legal and financial arrangements have yet to be clarified, it appears that there are certain advantages to participating in such a program. On our Campus, funds might be used to provide for a Physical Fitness Facility and other construction/renovation projects. As discussions among the various groups progress, the Trustees will be kept informed of significant developments.

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Vice President Horrigan also reported that through the efforts of Mr. Aaron Jacobs, the College purchasing agent, arrangements have been made with First Phone N.E. Inc. of Revere, Massachusetts to offer long distance telephone service at reduced rates to College Faculty, Librarians, Staff, Students, Alumni and Trustees. You should expect to receive a letter with an application form along with information concerning rates within the next few weeks. If the program is successful the College will receive a commission on calls placed by all members of the College community.

RECOMMENDATIONS
OF THE
PRESIDENT'S TASK FORCE ON DISCRIMINATION

1. That campus constituencies be listed either as "Faculty, Staff, and Students", or "Faculty, Administration, Staff, and Students."

 Responsibility: President, Vice Presidents,
 Department Heads, Director of
 Affirmative Action

 Timeline: Immediate implementation

2. That all personnel, through divisional meetings, be sensitized to this issue and that supervisors be encouraged to allow staff to participate in campus activities.

 Responsibility: President, Vice Presidents,
 Department Heads, Director of
 Affirmative Action

 Timeline: Immediate implementation

3. In order to keep parallel form with other advisory/working committees, the Affirmative Action Committee should be advisory to the President through the Director of Affirmative Action, with copies of reports and recommendations going to the President as the Director's supervisor. The Director would, therefore, set the agenda for the Committee. Indirectly through the Director of Affirmative Action, the Committee would also be advising the President.

 Responsibility: Affirmative Action Advisory
 Committee

 Timeline: Immediate implementation

4. The President should meet with the Affirmative Action Committee at least once each academic year to underscore the importance of the program.

 Responsibility: President, Affirmative Action
 Advisory Committee

 Timeline: Immediate implementation

5. That the job description clarify that the Director is responsible for developing a plan of implementation, but that implementing the program is the responsibility of everyone and should be added to everyone's job description as currently is done in Student Services.

Responsibility: President, Director of Personnel,
Director of Affirmative Action

Timeline: Immediate implementation

6. That dedicated secretarial/administrative assistance be provided to the Director.

Responsibility: President, Director of Affirmative
Action

Timeline: July, 1992 for allocation of funds

7. That a listing of all jobs at Framingham State College be available by telephone, perhaps on the Director's line.

Responsibility: Director of Personnel

Timeline: January 1992

8. That the entire College dedicate the next two years to diversity -- devoted to attracting, retaining and promoting diversity.

Responsibility: Board of Trustees, President,
Vice Presidents, Director of
Affirmative Action, Department
Heads, Union leaders, Governance
Committees and other designees as
deemed appropriate

Timeline: Planning to begin immediately;
implementation beginning Academic
Year 1992 and continuing

9. That appropriate institutional research, including "hard" data, be initiated in order to monitor student retention according to racial and ethnic group membership. (See program proposal in Appendix O.)

Responsibility: President, Registrar, Vice
President for Student Services,
Director of Computer Services

Timeline: September, 1992

10. That the title of "Director, Affirmative Action" be changed to "Director, Affirmative Action/Human Rights" and the office title and title of the advisory committee be changed accordingly.

Responsibility: President, Director of Affirmative
Action, Affirmative Action
Advisory Committee

Timeline: February, 1992

11. That we reaffirm our support for the policies and procedures in the Affirmative Action/Equal Opportunity Plan.

Responsibility: Board of Trustees, President, Vice
Presidents, Department Heads,
Union Leaders and Governance
Committees

Timeline: Immediate implementation and
continuing

12. That, using the Affirmative Action/Equal Opportunity Plan as a guide, a clear and concise "Principles of Human Rights" be drawn up. The Principles of Human Rights would include:

- a. A brief definition of discrimination as it manifests itself in the following areas: race, creed, religion, color, gender, sexual orientation, disability, veterans status, national origin (see AA/EOP page 3). Some of these are omitted from present campus publications.
- b. A brief statement of the grievance process with reference to the Affirmative Action Office and the AA/EOP for full details.
- c. The range of possible consequences, from reprimand to dismissal, if one is found to have violated the campus Principles Human Rights (PHR), again with reference to the AA/EOP for details.

- d. Phone numbers of campus contacts, should one feel the College's PHR has been violated:

Affirmative Action Officer (presently the one # provided)
Student Health Center
Director of Residence Life
Counseling Center
Dean of Students

- e. A policy statement prohibiting discrimination on the basis of sexual orientation.

Responsibility: President, Director of Affirmative Action

Timeline: September, 1992

13. That the Principles of Human Rights appear in the following:

- a. College Catalog
- b. Graduate and Continuing Education Catalog
- c. Admission Bulletin
- d. Financial Aid Materials
- e. Guide to Residence Living
- f. RAM
- g. Administrative Handbook
- h. Institutional Policy Handbook
- i. If possible, in all collective bargaining contracts.

Responsibilities: President, Vice Presidents,
Director of Affirmative Action,
Department Heads and Media
Department

Timeline: September, 1992

14. That one inclusive nondiscrimination policy statement be established to use in all operational publications.

Responsibilities: Director of Affirmative Action

Timeline: Immediate implementation and continuing

15. That a listing of those areas of discrimination prohibited by AA/EOP appear in the following:

- a. Financial Aid Application
- b. College Application Forms
- c. Continuing Education Application Forms
- d. Any other appropriate institutional materials (grant applications, etc.)

Responsibilities: Director of Affirmative Action

Timeline: September, 1992

16. That the word "handicapped" be stricken from every campus publication to be replaced by "disabled".

Responsibilities: President, Vice Presidents,
Director of Affirmative Action
and Department Heads

Timeline: Immediate implementation

17. That all campus application forms be consistent as to which application categories they note as being optional. (For example, veterans status is not optional on college application form; gender and age are not optional on Graduate and Continuing Education application.)

Responsibilities: Vice Presidents, Director of
Affirmative Action and Department
Heads

Timeline: Immediate implementation and
continuing

18. That a summary of the Principle of Human Rights be prepared and appear in the front of every plan; that a copy be given to each person on campus with a list of where on campus the full plan is available (Library, Affirmative Action Office, Personnel, Vice Presidents' Offices, etc.), and, that the attached chart and introduction (Appendix F) be given out with summary, or included in it.

Responsibilities: President, Vice Presidents,
Director of Affirmative Action
and Department Heads

Timeline: September, 1992

19. That a session on diversity/multi-culturalism continue to be included in every new student orientation program.

Responsibilities: Vice President for Student Affairs
and Director of Student Orientation

Timeline: On-going and continuing

20. That awareness training workshops be conducted at least twice a year for faculty, staff and administrators.

Responsibilities: President, Vice Presidents,
Director of Affirmative Action,
Director of Personnel and
Department Heads

Timeline: Planning to begin September, 1992
for implementation beginning
January, 1993

21. That the College's discrimination policy and policy on sexual harassment be spelled out in detail including the range of possible consequences.

Responsibilities: President and Director of
Affirmative Action

Timeline: On-going and continuing

22. That the campus establish a Personnel Handbook which would include policy and consequence statements.

Responsibilities: President and Director of
Personnel

Timeline: Implementation to begin
immediately with completion
by December, 1992

23. That the Code of Student Conduct found in the RAM include discriminatory behavior.

Responsibilities: Vice President for Student Services and Director of College Center

Timeline: September, 1992

24. That academic departments develop more global courses (for example, a World Civilization Course rather than just Western Civilization).

Responsibilities: Vice President for Academic Affairs, Department Chairpersons and Curriculum Committee

Timeline: Immediate implementation and continuing

25. That the President and all Vice Presidents set an exemplary role by expanding an active, visible leadership demonstrating top priority and commitment to diversity and human rights.

Responsibilities: Board of Trustees, President and Vice Presidents

Timeline: Immediate implementation and continuing

26. That the requirement for a doctor's note for sick time be the same for all AFSCME employees, as governed by the collective bargaining agreement.

Responsibilities: Director of Personnel

Timeline: Immediate implementation and continuing

27. That supervisors be required to treat staff with respect.

Responsibilities: President, Vice Presidents and Department Heads

Timeline: Immediate implementation and continuing

28. That supervisors be informed that it is at least unprofessional and unacceptable to threaten staff with losing their jobs for filing a complaint or grievance.

Responsibilities: President, Vice Presidents and Department Heads

Timeline: Immediate implementation and continuing

29. That all job opportunities for maintenance positions be posted and be written in Portuguese as well as English.

Responsibilities: Director of Personnel

Timeline: September, 1992

30. That the recommendations listed at the end of the Open Forum reports (**Appendices I through L**) be assessed, addressed, and implemented beginning in the Fall, 1991:

Timeline: Immediate implementation and continuing for all the following recommendations

- a. Offer awareness sessions for personnel/students by those who are physically challenged.

Responsibilities: Vice Presidents, Department Heads and 504 Coordinator

- b. Actively recruit those who are physically challenged to provide greater diversity, a larger voice, and less isolation.

Responsibilities: Dean of Admissions and Admissions Office

- c. Provide advocates for those who are physically challenged, finding a means of identification without illegality or an invasion of privacy.

Responsibilities: 504 Coordinator and Dean of Students

- d. That the "heart" of the institution of Framingham State College -- in terms of its policies, structure, attitudes, and behaviors -- needs to reflect a welcoming atmosphere and unity of purpose which promotes an education environment characterized by, among other things, cultural diversity.

Responsibilities: Board of Trustees, President, Vice Presidents, Department Heads, Union Leaders and Governance Committees

Suggested ways:

- (1) Increase the diversity of its student and faculty personnel

Responsibilities: President, Vice President for Academic Affairs, Dean of Admissions and Director of Affirmative Action

- (2) Add a non-western general education requirement
- (3) Adapt current courses to include more diversity
- (4) Add courses which cover Black History, Hispanic issues, Asian issues, current United States cultural issues, and current world issues

Responsibilities: Vice President for Academic Affairs, Department Chairpersons and Curriculum Committee

- (5) Provide mandatory cultural awareness workshops

Responsibilities: President and Director of Affirmative Action

- (6) Provide for continued forums for open expression of feelings and experiences in the College Center, Library, and Residence Halls

Responsibilities: Task Force Against Discrimination and Affirmative Action Advisory Committee

- (7) Improve communications between and within departments

Responsibilities: President, Vice Presidents and
Department Heads

- e. Offer courses in world religions

Responsibilities: Vice President for Academic Affairs

- f. Develop support services for all religious denominations.

Responsibilities: Vice President of Student Services

- g. Seek funding for all chaplains and increase their
availability.

Responsibilities: Vice President of Student Services

- h. Provide opportunities for all chaplains to work and
participate in Student Services.

Responsibilities: Vice President of Student Services

- i. Address ways to structure our religious services to be
interdenominational.

Responsibilities: Director of Affirmative Action

- j. Remove the religious part of any service that is not
religious in nature.

Responsibilities: Vice Presidents, Department Heads
and Director of Affirmative Action

- k. Increase the number of those working on diversity in
order to increase respect, awareness, sensitivities and
understanding by working together.

Responsibilities: President, Vice Presidents,
Department Heads, Union Leaders
and Governance Committees

- l. Expand and improve the Jewish cultural activities to
attract more Jewish members to our community.

Responsibilities: President, Vice Presidents,
Department Heads, Union Leaders
and Governance Committees

- m. Research the Jewish calendar before establishing the
College calendar.

Responsibilities: Vice President for Academic Affairs

- n. Continue the work of the Task Force with a rotating membership to focus on supporting diversity and to promote activities which allow for free expression of experiences, feelings, and recommendations for improvements.

Responsibilities: Vice President for Academic Affairs
and Vice President of Student
Services and members of the Task
Force Against Discrimination

- o. State our human rights policies to entertainers.

Responsibilities: Director of College Center

- p. Refuse to attend or choose to leave performance which undermine another's dignity.

- q. Utilize community members to lead sensitivity training programs.

Responsibilities: Vice Presidents and
Department Heads

- r. Offer educational programs regularly, preferably small groups with required attendance.

Responsibilities: Task Force Against Discrimination

- s. Involve the Task Force Against Discrimination in designing, implementing, and supporting all activities.

Responsibilities: Vice President for Academic Affairs
and Vice President of Student
Services and members of Task Force
Against Discrimination

- t. Offer a Human Sexuality program and courses.

Responsibilities: Vice President for Academic Affairs
and Dean of Students

31. That workshops on addressing diversity in the classroom be offered to faculty,

Responsibilities: Vice President for Academic Affairs

Timeline: Planning to begin immediately for
implementation in September, 1992

32. That follow-up studies be conducted to assess what is currently being accomplished in each course.

Responsibilities: Vice President for Academic Affairs

Timeline: Implementation upon completion of Recommendation #31

33. That Framingham State College, through the Office of the Vice President of Student Services, implement a Peer-Mentor Program for Students of Color.

Responsibilities: Vice President of Student Services

Timeline: On-going and continuing

34. That the President and all Vice Presidents set an exemplary role by providing an active, visible leadership to demonstrate that cultural diversity and human rights are top priorities.

Responsibilities: President, Vice Presidents

Timeline: Immediate implementation and continuing

35. That the President continue to respond to each public incident of discrimination swiftly by denouncing the act and affirming the values of this community.

Responsibilities: President, Director of Affirmative Action

Timeline: Immediate implementation and continuing

36. That the Affirmative Action Advisory Board establish committees to address each form of discrimination and that membership be sought from all constituencies on the campus.

Responsibilities: Affirmative Action Advisory
Committee, Director of Affirmative
Action

Timeline: On-going and continuing

37. That the recent court action involving the debate of first amendment rights vs. establishing judicial action against students who discriminate continue to be explored; and that eventually the student judicial code be revised, if necessary, to deal with discriminatory acts.

Responsibilities: Vice President of Student Services
and Director of Affirmative Action

Timeline: Immediate implementation and
continuing

38. That one responsibility given to the Subcommittees on Discrimination be to work on the various week long or month long celebrations/learning experiences with the Office of Student Activities. (These celebrations should be planned not just for students but for the entire College community.)

Responsibilities: Affirmative Action Advisory
Committee, Director of Affirmative
Action and Director of College
Center

Timeline: Immediate implementation and
continuing

Framingham State College

100 State Street, Framingham, MA 01701-9101
(508) 620-1220

Access to Excellence

November 20, 1991

Framingham State College

H.I.V./AIDS Policy

Introduction

It has been determined that Human Immunodeficiency Virus/Acquired Immunodeficiency Syndrome (H.I.V./AIDS) presents a serious public health issue. Framingham State College is accountable to its community to do everything possible to prevent people from being infected, to limit the consequences of established infection, to provide compassion and concern for infected individuals and their partners or families and to increase awareness and promote education concerning H.I.V./AIDS.

Current epidemiologic studies show that H.I.V./AIDS is transmitted via bodily fluids (semen, blood, vaginal fluid). To date there is no evidence of recorded transmission of H.I.V./AIDS through casual contact by living in the same household, working side-by-side, or association socially with an individual with H.I.V./AIDS. Therefore, current medical research indicates that minimal safety risks are created in a normal academic or employment setting. This conclusion should be central to the decision making and information dissemination process on campus.

Policy, General

It is the goal of Framingham State College to ensure fair and compassionate consideration of any member of the College who is infected with H.I.V./AIDS.

The College is committed to make employment and academic adjustments when feasible to permit students and employees with H.I.V./AIDS to participate fully in the academic program, support services, social activities, and employment opportunities. Access to such programs and services will be limited only by the College's ability to provide the resources.

Framingham State College must balance the rights of the individual to privacy and fair treatment with its responsibility to provide for all an environment free of undue health risks.

Policy, Specific

Specifically, this policy will affect students, faculty, and staff as follows:

Education: A Task Force on H.I.V./AIDS will provide direction to H.I.V./AIDS education efforts on campus and shall involve as broad a representation of the College community as possible. Education efforts for students, staff and faculty will focus on the prevention of H.I.V./AIDS and its transmission in order to promote rational decision-making and to minimize confusion and fear about this disease.

Given the fact that any individual may unknowingly be a carrier of the virus associated with H.I.V./AIDS, universal safety procedures should be used as proposed by the Center for Disease Control, Public Health Service and the American College Health Association. These safety procedures shall be adopted for the decontamination of environmental surfaces and objects soiled by blood, or body fluids and implemented for the student health center, food services, classrooms and laboratories. Special attention shall be directed to laboratory courses which require exposure to blood or blood products.

Confidentiality: The identity of students and employees and any records containing information on their H.I.V./AIDS status shall remain confidential per guidelines established by state and federal law, State of Massachusetts Health Department, and the Family Educational Rights and Privacy Act of 1974.

Health Care: Students requesting medical attention will have the full use of the services of the College Health Center available to them. Referrals will be made to the appropriate health care providers and facilities as necessary. The Health Center is familiar with the sources of anonymous HIV testing centers in the area and will refer students or employees requesting such testing.

Individuals diagnosed with H.I.V./AIDS may be excused from certain vaccinations which, due to the individual's impaired immune system, may present a health risk beyond that normally associated with a vaccination. Individual health care and counseling will be provided on campus as appropriate for students diagnosed with any stage of the H.I.V. infection.

Academic/Student Services: Students with H.I.V./AIDS who are physically able to attend classes shall retain the right to do so. They will also have full access to additional College services including the full use of athletic facilities. No restrictions will be applied and no effort will be made to identify a person with H.I.V./AIDS during the application process for admission to the College. Current procedures for withdrawal from the College will apply if a student requests such leave. The Counseling Center, the Health Center, the Center for Academic Support Activities, and other student support offices and staff will be available to assist students with adjustment and concerns.

Residential Life: Students with H.I.V./AIDS will not be denied assignment to residence halls nor participation in other on-campus activities. Any specific decisions regarding housing reassignment and issues involving roommates will be made in the interest of the immunodeficient student by the residence hall professional staff and medical personnel. Such cases will be handled on a case by case basis.

Employment: Faculty, staff and student employees with H.I.V./AIDS shall be protected from discrimination in the employment, promotion or retention process as long as they are able to fulfill the requirements of the position. Established personnel procedures will be used for determining disability leave, if requested by the faculty or staff member.

Individual's Responsibilities to Framingham State College

We expect individuals infected with the H.I.V./AIDS virus to report their condition to the Director of Health Services so that special precautions can be taken to protect such individuals from exposure to contagious diseases, such as chicken pox, influenza and measles, when they are prevalent on campus. Individuals infected with the HIV antibody are encouraged to behave responsibly so as not to spread the virus to others.

Policy Review

The Framingham State College H.I.V./AIDS policy will be reviewed each academic year by the H.I.V./AIDS Task Force and the Vice President for Student Services to make sure the most recent medical and legal information about the disease have been considered. Changes needed in the Policy will be sent to the All College Committee for review. The H.I.V./AIDS Task Force shall be convened at the direction of the Vice President for Student Services to review these guidelines and any other H.I.V./AIDS-related policies, and to review and appraise the College's effort in meeting the goals of this Policy.