



Board of Trustees

2:00 PM

December 15, 2016

President's Boardroom, The Horace Mann Center

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|--|-------------------------|
| 1. Call to Order | Chair Steven P. Marcus |
| 2. Approval of Minutes
October 6, 2016
October 24, 2016 (Special) | Chair Steven P. Marcus |
| 3. General Announcements
a. Board of Trustees Retreat 2017 | Chair Steven P. Marcus |
| 4. President's Report | Dr. Ramon S. Torrecilha |

Academic and Student Affairs Committee

(Brief overview of Committee presentation of December 6, 2016.)

Committee Chair Slakey

- | | |
|--|---|
| 5. Items for Discussion
a. Presentation on Admission Activities

b. Advisory Committee on Academic Planning
Review of Structure of Academic Affairs
c. Student and Faculty Presentations to the
Board of Trustees | Dr. Carlton Pickron
Dr. Marsha Marotta
Dr. Kelly Hart
Dr. Marsha Marotta

Dr. Marsha Marotta |
| 6. Items for Action
a. Motion—Tenure: Return to Faculty | Dr. Marsha Marotta |

Finance and Capital Assets Committee

(Brief overview of Committee presentation of December 6, 2016.)

Committee Chair Queenin

7. Items for Information

- a. First Quarter Financials
- b. Dining Services Update
- c. Retirement Incentive Update

Stephen Taksar
Lisa Freeman
Stephen Taksar
Andrew Mankus
Stephen Taksar

8. Items for Discussion

- a. IT Consultant Follow-Up
- b. FY18 Budget Planning

Alan Blair
President Torrecilha
Stephen Taksar

9. Items for Action

- a. Motion—Sponsorships and Community Events

Stephen Taksar

Institutional Advancement

(Brief overview of Committee presentation of December 6, 2016.)

Committee Chair Johnson

10. Items for Information

- a. Foundation Financials
- b. Progress on Science Center Funding
- c. Scholarships Endowment Funds Report
- d. Emeriti Group Development

Dr. Erica Broman

11. Items for Discussion

- a. Gala Planning
- b. Establishment of Foundation Board terms and Recruitment of Board Members
- c. Florida Planning
- d. Naming of the Science and Innovation Center

Dr. Erica Broman

12. Items for Action

- a. Motion—Naming of the Science and Innovation Center

Dr. Erica Broman

Audit Committee

(Brief overview of Committee presentation of December 6, 2016.)

Committee Chair Hagan

13. Items for Information

- a. Performance Audit—Commonwealth of Massachusetts

Olivia L. Bischoff

14. Items for Discussion

- a. Enterprise Risk Management Update
- b. Internal Audit Update

Olivia L. Bischoff

15. Items for Action

Olivia L. Bischoff

- a. Motion – Revised FY17 Internal Audit Schedule
- b. Motion—Uniform Guidance Report
- c. Motion—Massachusetts Office of Student Financial Aid Report

Attachment(s):

Minutes

- a. October 6, 2016
- b. October 24, 2016 (Special)

Academic Affairs and Student Affairs Committee

- c. Office of Admission Report—Fall Recruitment
- d. MA Public Higher Education Undergraduate Enrollment Trends with Fall 2016 Estimated Enrollment
- e. Motion—Tenure: Return to Faculty
- f. Board of Trustees Personnel Action—Tenure

Finance and Capital Assets Committee

- g. First Quarter Financial Update
- h. First Quarter Financial Results (FY17)
- i. First Quarter Financial Results (FY16)
- j. Dining Services Update
- k. Memo from Vice President, Stephen Taksar
- l. FY18 Financial Model Scenarios
- m. FY18 Payroll and Fringe Impact
- n. Sponsorships and Community Events History
- o. Motion—Sponsorships and Community Events

Institutional Advancement

- p. Foundation Financials: Westfield State Foundation, Inc. Financial Reporting Package
- q. Scholarships Endowment Funds Report (with letter)
- r. Nettie Maria Stevens Biography
- s. Motion—Naming of the Science and Innovation Center

Audit Committee

- t. Risk Dashboard—December 2016
- u. Revised FY17 Internal Audit Schedule
- v. Motion—Revised FY17 Internal Audit Schedule
- w. Uniform Guidance Report
- x. Motion—Uniform Guidance Report
- y. Massachusetts Office of Student Financial Aid Report
- z. Motion—Massachusetts Office of Student Financial Aid Report