



Board of Trustees

Academic and Student Affairs Committee

May 27, 2015

President's Boardroom, The Horace Mann Center

MEMBERS IN ATTENDANCE: Trustee Frank, Perez, and Slakey.

MEMBERS EXCUSED: Trustee Hill and Martin.

GUESTS: Trustee Queenin.

Meeting called to order at 10:36 AM.

MOTION made by Trustee Slakey, seconded by Trustee Frank to accept the minutes from the March 31, 2015 Academic and Student Affairs Committee meeting. Motion passed unanimously.

Dr. Marsha Marotta, Vice President for Academic Affairs, provided the committee with detailed information outlining how faculty are mentored and educated about the expectations of their performance and how evaluators are trained.

Dr. Elizabeth Preston, Interim President for Westfield State University, presented a strategic enrollment management plan. Until June 2014, there was a Vice President for Enrollment Management at the university. The individual who held this position has retired and the position has remained vacant. Due to an extended interim presidency, Dr. Preston felt it inappropriate to fill or disband the structure. The new president should be the one to make this decision.

MOTION made by Trustee Slakey, seconded by Trustee Frank to authorize the Academic and Student Affairs Committee to forward motion to the full board: to approve a service fee of \$50 for all non-freshmen matriculated students as a cost to take the mandated course Haven or any such course or courses that the university might use as substitutions in the future.

To further approve that such fee be waived each year until October 30, in order to provide incentive for early completion of these educational courses; and that after

October 30 of each year, those students who have not completed the courses be assessed the \$50 service fee. Motion passed unanimously.

MOTION made by Trustee Slakey, seconded by Trustee Frank to authorize the Academic and Student Affairs Committee to forward motion to the full board: to accept all changes to the *University Student Conduct Regulations and Procedures*; and to authorize any cross-references to language in the newly revised *Student Conduct Regulations and Procedures* to be made in all other Westfield State University publications. Motion passed unanimously.

Meeting adjourned at 11:56 AM.