



## Board of Trustees

Advancement, Alumni and University Relations Committee

April 6, 2016

President's Boardroom, The Horace Mann Center

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**MEMBERS IN ATTENDANCE:** Trustees Johnson, Martin, and Queenin.

**MEMBERS EXCUSED:** Trustees Hagan and Landrau.

**GUESTS:** Trustees Connolly and Marcus.

Meeting called to order at 2:07 PM.

**MOTION** made by Trustee Martin, seconded by Trustee Queenin to accept the minutes from the September 29, 2015 Advancement, Alumni and University Relations Committee meeting. Motion passed unanimously.

**MOTION** made by Trustee Martin, seconded by Trustee Queenin to accept the minutes from the December 1, 2015 Advancement, Alumni and University Relations Committee meeting. Motion passed unanimously.

**MOTION** made by Trustee Martin, seconded by Trustee Queenin to accept the minutes from the February 2, 2016 Advancement, Alumni and University Relations Committee meeting. Motion passed unanimously.

The Honorable Michael Knapik, Executive Director for University Advancement, reviewed several upcoming, end-of-year events with committee members.

Trustee Connolly entered the meeting at 2:38 PM.

The Westfield State Foundation is in receipt of President Torrecilha's written request outlining the University's needs for the upcoming year. As mandated in the memorandum of agreement between Westfield State University and Westfield State Foundation, the Foundation will have a written response as to how they might meet the costs associated with the University's needs no later than April 15, 2016. Right now, discussions are ongoing with the Board of Directors.

Trustee Johnson provided an update on the search for the Vice President for Institutional Advancement. The committee is chaired by Dr. Carlton Pickron, Vice President for Student Affairs, and the services of Academic Search have been rendered to assist with the search process. A professional profile has been developed and the committee is currently reviewing applications. The deadline for applications is April 20, 2016. The committee will interview eight applicants off campus before selecting three to bring to campus for further interviews. It is the committee's goal for President Torrecilha to have made his selection and for the winning candidate to be notified before Commencement, May 21, 2016.

AAUR has set a fundraising goal of \$1 million for FY16. As of now, AAUR stands at \$600,000. Trustee Johnson requested more information on the monthly and weekly goals that have been established in order to reach \$1 million.

Meeting adjourned at 2:55 PM.