



BOARD OF TRUSTEES

Academic and Student Affairs Committee

Minutes
April 4, 2017

Board of Trustees committee members in attendance: Committee Chair Slakey, Vice Chair Martin, Trustees Magovern, Trafford and Sullivan.

Excused absence: Trustees Landrau and Hill

Trustee guests present: Trustees Queenin and Marcus

Dr. Ramon S. Torrecilha, President of Westfield State University, was also present.

The meeting was called to order by Committee Chair Slakey at 10:07 AM.

Committee Chair Slakey announced that the meeting will be audio recorded.

President Torrecilha introduced Jean Beal, the new Assistant to the Board of Trustees, and Daniel Forster, Vice President of Enrollment Management.

Trustee Sullivan joined the meeting at 10:11 AM

Committee Chair Slakey introduced Richard Roy, a community member who wished to address the committee with concerns he had with the Westfield Community Radio station. Mr. Roy would like the radio station to broaden their outreach to have a more diverse community represented in the programming. Committee Chair Slakey thanked Mr. Roy for his input.

MOTION was made by Trustee Martin to approve the minutes of the February 7, 2017 meeting. The motion was seconded by Trustee Magovern. **Motion passed unanimously.**

Committee Chair Slakey moved on to Items for Information – Policy Updates. Dr. Carlton Pickron, who was joined by Susan LaMontagne, Dean of Students, spoke on the Smoke Free/Tobacco Free Campus Policy and the Alcohol and Other Drug Policy Updates. Dr. Pickron stated that the policy updates as revised in the documents provided were made to comply with federal and state laws, that there were

no substantial changes to the policies, and that they were being provided for the committee's information only.

President Torrecilha gave an update on the College Structure and stated that this agenda item was for information only and not a matter that required the vote of Trustees. There has been a great deal of research and input on changing the structure of Academic Affairs from a flat structure to a college structure. The two models provided were a four college structure and a five college structure. Three forums, sponsored by ACAP, AUC & the Office of the President, were held so the university community could voice opinions on the change of structure and students were well represented. The challenge will be deciding what the colleges will be. Dr. Marotta & Dr. Parviz Ansari will be part of the discussion. It will need to be decided where DGCE will fit into the structure, perhaps becoming its own college. A decision is expected by the end of April and a statement will be issued with the rationale for proposing the college structure. A line item is included in the budget that will finance the college structure, which will be the down payment for the change of structure. Appreciation was expressed to Dr. Marotta, who took the lead in this project and chaired ACAP.

Trustee Marcus left the meeting at 10:25 AM and returned to the meeting at 10:26 AM

Chair Slakey moved to Items for Action – Tenure and commended the committee on understanding the process of tenure and said that it is needed now as much as it ever was. She added that tenured members carry the load of service work by serving on standing committees and governing systems and other service work on campus. Dr. Marsha Marotta stated that tenure is associated with academic freedom, protection of the faculty, plus increased responsibility. She noted that the tenure process is rigorous at Westfield State. The processes for both promotion and tenure include many steps in which the faculty member's work is assessed by departmental and university colleagues as well as the department chair, dean, VPAA and the President.

President Torrecilha commented that there are many ways to add value to the learning process and that tenure includes many checks and balances and increases the quality of teaching. It is a robust process where quality is assured.

MOTION made by Trustee Martin, seconded by Trustee Trafford, to approve the granting of tenure, effective September 1, 2017 to:

Dr. Ziblim Abukari	Social Work
Dr. Rihab Alzubaidi	Economics and Management
Dr. Edward Orgill	Music
Dr. Jennifer Propp	Social Work
Dr. James Wright	Mathematics

Additional discussion took place concerning the reviews, where it is currently divided between the academic deans and will probably be done by just the college deans in the college structure.

Academic freedom and academic responsibility were also discussed. Freedom means the right to determine the general content of the subject matter and to stay within the mandate of expertise, but it doesn't provide a free license to say whatever is wanted. There being no further discussion, the **Motion passed unanimously.**

MOTION made by Trustee Sullivan, seconded by Trustee Magovern, to approve the following faculty promotions, effective September 1, 2017:

To Professor:

Dr. Nicholas Aieta	History
Dr. Andrew Bonacci	Music
Dr. Eric Bressler	Psychology
Dr. Rebecca Burwell	Psychology
Dr. Jennifer DiGrazia	English
Dr. Jennifer Hanselman	Biology
Dr. Supriya Sarnikar	Economics and Management
Dr. Christine von Renesse	Mathematics

To Associate Professor:

Dr. Erol Bailey	Education
Dr. Peter Coutsouridis	Music
Dr. Sunday Fakunmoju	Social Work
Dr. Kelly Anne McKeown	Biology
Dr. Floris Wilma Ortiz	Education

To Assistant Professor:

Ms. Jamie Rivera	Nursing
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A question was raised regarding accompanying salary increases related to promotion. Dr. Marotta said she would get the exact increases to the committee, noting that the increases are dictated by the collective bargaining agreement. There being no further discussion, the **Motion passed unanimously.**

MOTION was made by Trustee Magovern and seconded by Trustee Martin to approve the granting of an honorary degree to the individual listed below, subject to final vetting before the degree is granted:

Ms. Elizabeth D. Scheibel, Doctor of Laws

Trustee Marcus asked the record to read that he would have loved to make this motion as Ms. Scheibel was a "great lady." There being no further discussion, the **Motion passed unanimously.**

Dr. Marotta, Dr. Lori Vaughn, Occupational Therapy Program Director, Dr. Shelley Tinkham, Interim Dean of Graduate and Continuing Education, and Dr. Jennifer Hixon, Chair of Health Sciences, presented the information on the proposal for a Master of Science in Occupational Therapy program. The proposal for the new program is complete, has been through campus governance, and the letter of intent may be brought to the board of higher education in October.

Ms. Vaughn shared that Occupational Therapy is a health science field with many job opportunities and that there are only two other public MOT programs in Massachusetts and four in New England. The tuition has been set at just over \$45,000 for 2 years, which is between Worcester State and Salem State, and far less than private institutions. Open positions for OT were looked at for the month of March and

there were 3,100. PT helps you get from point A to point B after an injury and OT helps you live your life when you get to point B. New graduates earn between \$70,000 – \$75,000 annually and there is a large demand, which is projected to grow.

A concern was raised about whether students could complete all the required credits. They would start in January and go full-time for 2 years. They should be able to do this course with a spring break, a month off in the summer, 6-week boot camps, as well as onsite & online content.

President Torrecilha said that graduate programming is shifting in Massachusetts and in the nation and that there are only 2 public institutions in Massachusetts that offer this graduate program. We have the advantage of geography and the closest is 60 miles away in Worcester. There is a conversation in Massachusetts about the position of state universities in connection with doctoral degrees. It is just a matter of time before OT, Social Work, PA and PT programs begin to require a more advanced degree so this is important because we are filling a need and positioning Westfield State to move appropriately when the time comes.

The timeline for accreditation was discussed. We sent a letter of intent in October to get on the calendar for review. They only review 6 programs per meeting 3 times a year. We are on their calendar for January, 2019 start of programming. We must reach candidacy status before advertising and getting applications for the program. The candidacy application is due in April, 2018 for an August, 2018 approval. An on-site visit will be done once the program has started and before the first students graduate. There will be 25 students for the initial cohort and up to 30 for the second and be capped at 36. The Nursing & Social Work programs also started this way, and before the PA program, there was a hiatus of 10 years where there were no programs added. In a short time, we've been able to add pioneer programs, which is positioning the institution and the students and making a difference in the health care systems here in the valley.

Trustee Queenin left the meeting at 11:21 AM and returned at 11:23 AM.

It was questioned whether there would be a need to draw on reserves for the program. The figures for the FY18 budget projection were coming in very close to bottom line because of increased costs associated with program development for this program, the PA program, the expanded MSW, and the RN-to-BSN. \$150,000 in reserves were requested in next year's budget to provide cushioning for unforeseen costs that may arise due to this significant growth in program development. Programs such as OT and PA require significant up-front investment prior to taking in revenue. The program will start to bring in revenue in FY19 and by FY23, the University will recover its investment in the program. Taking on the OT program is an acceptable risk as it will be self-sustaining and revenue-generated within a few years. President Torrecilha stated that investing in this program would be a good use for reserves.

MOTION was made by Trustee Martin and seconded by Trustee Magovern to approve the Master of Science in Occupational Therapy as described in Attachment A presented.
Motion passed unanimously.

Dr. Marotta invited Dr. Jennifer Hixon and Dr. Holly Noun, Professor of Movement Science, to the table to discuss the Bachelor of Science in Health Sciences program, which is the first new undergraduate program in a decade, the planning for which started 6 years ago. The goal for this program was to meet the needs of the students already on campus who wanted to go on to graduate professional medical

programs like PA, PT or OT. Hampden County has the worst medical report card in the state and health care is the largest growing career in Massachusetts and in the country.

The proposal for this program was vetted by the curriculum committee and AUC, who provided highly thoughtful and rigorous input and posed questions about curriculum, space, etc. This is an idea that has permeated the campus as many different disciplines contribute to health science. It was noted that this degree is also appealing to community college transfers.

The two external reviewers to the program were very impressed and liked the balance of the curriculum. If approved here, the program will go before the Board of Higher Education in October and then students could transfer in.

The impact on existing programs was questioned. Dr. Hixon stated there had been many conversations about these issues, contributing to a thorough vetting. Ultimately, the approval was unanimous in the curriculum committee and the program passed by majority in the AUC.

MOTION was made by Trustee Martin and seconded by Trustee Magovern to approve the Bachelor of Science in Health Services as described in Attachment B presented.
Motion passed unanimously.

Chair Slakey invited Dr. Carlton Pickron to the table and asked if there were any questions concerning the names presented for Staff Emeritus. There were none.

MOTION was made by Trustee Sullivan, seconded by Trustee Martin, to approve the granting of Staff Emeriti status, effective April 13, 2017 to the following individuals:

Ms. Susan Clark
Mr. Michael Curtis
Ms. Elizabeth Desnoyers
Mr. Kenneth Haar
Ms. Holly Robbins
Dr. Curt Robie
Ms. Deborah Samwell

Motion passed unanimously.

It was questioned whether the university was allowed to have a doctorate program. President Torrecilha stated that there are currently three universities that have a masters of social work: Westfield State, Salem State & Bridgewater. The University of MA-Boston has submitted a proposal to start a bachelor and masters and doctorate of social work, which mirrored the work that Westfield, Salem & Bridgewater had been doing. Every president of the nine state colleges signed a letter to the Commissioner and Secretary stating concerns about the UMASS-Boston proposal. The state university presidents are unanimous in their request for the state universities in the Commonwealth to be provided with approval to offer the doctor of practice.

Trustee Sullivan left the room at 11:54 AM and returned at 11:55 AM.

President Torrecilha stated that the college landscape is changing and our institution needs to remain relevant and that looking down the road is critical. The rules by which private and public colleges must abide regulate how we do our programming. Community Colleges are now looking into offering bachelors programs.

Dr. Marotta provided the information requested earlier in the meeting concerning raises. There is no raise associated with tenure. The increase from Instructor to Assistant Professor is \$3,709, the increase from Assistant Professor to Associate Professor is \$4,203, and the increase from Associate Professor to Full Professor is \$4,609.

There being no further business, Trustee Magovern made the Motion to adjourn the meeting. Trustee Trafford seconded the Motion. **Motion passed unanimously.**

The meeting was adjourned at 11:58 AM.

Attachments presented at this meeting:

- a. Smoke Free/Tobacco Free Campus Policy Revisions
- b. Alcohol and Other Drug Policy Revisions
- c. Tenure – Evaluations and Recommendations
- d. Faculty Promotions - Evaluations and Recommendations
- e. Honorary Degree Recommendation
- f. Master of Science in Occupational Therapy – Recommendation and Course Proposal
- g. Bachelor of Science in Health Sciences – Recommendation and Submission Documentation
- h. Staff Emeritus Recommendation and Justifications