



BOARD OF TRUSTEES

Academic and Student Affairs Committee Minutes

President's Boardroom, Horace Mann Center
February 15, 2018

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

Excused absence: Trustee Martinez-Alvarez.

Trustee guests present: Trustees Marcus and Queenin.

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

The meeting was called to order by Committee Chair Slakey at 8:32 AM.

Trustee Slakey moved forward to agenda item Approval of Minutes and asked for a Motion.

MOTION was made by Trustee Martin, seconded by Trustee Swan, to approve the minutes of the December 7, 2017 meeting. Trustee Sullivan abstained from voting and the Motion passed unanimously.

President Torrecilha left the room at 8:33 AM and returned at 8:34 AM.

Committee Chair Slakey brought forward the committee charter.

MOTION was made by Trustee Magovern, seconded by Trustee Swan, to approve and adopt the Westfield State University Charter of the Academic and Student Affairs Committee, as presented. The Motion passed unanimously.

Committee Chair Slakey welcomed Thomas Raffensperger, Dean of Academic Information Services, to give an update on the adoption of the college structure on behalf of Provost Ansari. Dean Raffensperger stated that the deans hiring process is on track and going well with a broad range of candidates. Spaces have been identified for the new deans and the committee is working with the division of Administration and Finance on budget structural issues and proposals for renovations and costs. Campus communication has been ongoing, with meetings held with faculty, chairs, and students discussing the different positions that come with the new structure. Vice President Taksar has done a good job describing that the resources for this project are coming from other sources and not faculty funds. Updates continue to be sent by email and webpages to keep people informed.

President Torrecilha added that he has been watching the searches from a distance by letting the committees do their work and has been monitoring the pool of candidates without being intrusive. He agreed that there is a robust and diverse pool.

It was stated that budget requests have been made through the regular process and funding has been set aside for the new dean spaces. The structure of the added positions will be a dean, associate dean and administrative assistant. A schedule had previously been presented on how and when the positions will be added. Westfield State is the last public institution in the state to adopt a college structure.

Committee Chair Slakey moved to the next agenda item and welcomed Dr. Carlton Pickron, Vice President for Student Affairs, and Susan LaMontagne, Dean of Student Affairs, to give an update on the federal government regulations addressing and investigating sexual assault and Title IX incidents. Dean LaMontagne shared that the Secretary of Education's office had withdrawn its guidance from the Office of Civil Rights and instead started a rulemaking process to allow the public and stakeholders to weigh in. The guidance had informed our state policy, which all nine state institutions had approved in 2015 with the assistance of Rubin & Rudman, but there has been no requirement to change our policies. A recommendation from guidance was added in September to allow the complainant and respondent to read the draft report in an investigation and give a preliminary response before the report gets filed. Dean LaMontagne continued that Larry Johnson, the Director of Non-Discrimination Compliance, has resigned so all responsibilities for Title IX and Equal Opportunity have been taken on by Dr. Jalisa Williams in Human Resources for employees, and the Student Affairs office for students. It was stated that without the guidance from the Department of Education, it leaves the institution at a vulnerable place.

Trustee Hill entered the meeting at 8:50 AM.

It was discussed that since pushing the message of the importance of reporting, reporting at the University has gone up to about seven to nine cases per year. Dean LaMontagne currently has five Title IX cases in various stages. University Police Chief Tony Casciano stated that very few investigations are referred off campus to the District Attorney's office. About 90% of sexual assault claims are surrounded by alcohol. Dr. Pickron stated that the Student Affairs office has been working with the students and so far this semester, there have been no bias incidents and the Super Bowl celebration was uneventful. There are specific sanctions in place from the Office of Civil Rights on the disposition of students that violate Title IX policies.

Trustee Queenin left the meeting at 8:58 AM and returned at 9:01 AM.

Chief Casciano gave an update on the campus security camera program and thanked the Trustees for their support of the program. Installation of the cameras started on December 4 and most cameras had been installed by the time the students were back from winter break. There are 437 cameras in the residence halls with monitors in the police headquarters that can be turned on if needed to investigate a matter, but there will be no 24/7 monitoring. There are 61 emergency phones available to students on campus. There is a tip line to call if someone sees something as well as a silent witness online reporting site. University officers attend student events and walk the halls and talk to students. The student security staff man the shuttles that go around campus. The lighting is always being looked at to make sure it is adequate. The RAVE alert system sends voicemail, text and email and there are speakers in some buildings in addition to the sirens.

President Torrecilha thanked the facilities department and Chris DeGray, the manager of Environmental Services, who worked with the camera vendor and did a great job. President Torrecilha shared a binder which showed the quality of the pictures produced by the cameras and said there is a need to think about

Phase 2 of the project, which is installing cameras in the parking lots and academic buildings. There is also a desire to put cameras outside the dining hall to capture the entire green.

Trustee Swan indicated that students were concerned initially with the placement of cameras in the residence halls but that the majority understand the necessity since people were behaving immaturely. Guidelines had been presented to the SGA so that they would know when the cameras would be viewed. Communications have been sent a number of times to the students reminding them of the use of the cameras and that they would be recording but not monitored. It was agreed that communication to students and faculty/staff is key to keeping everyone knowing what is happening. Chief Casciano stated that there have not been many reports of vandalism since the cameras have been up.

There being no further business, Committee Chair Slakey asked for a Motion to adjourn.

MOTION was made by Trustee Magovern, seconded by Trustee Martin, to adjourn. Motion passed unanimously.

The meeting was adjourned at 9:15 AM.

Attachments presented at this meeting:

- a. Minutes of December 7, 2017 Meeting
- b. Motion: Academic and Student Affairs Committee Charter
- c. Academic and Student Affairs Committee Charter
- d. Memorandum on Title IX Changes
- e. Update on Federal Government Regulations regarding Title IX
- f. Memorandum on Cameras on Campus