



## BOARD OF TRUSTEES

Academic and Student Affairs Committee

### Minutes

President's Boardroom, Horace Mann Center

June 7, 2018

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Board of Trustees committee members in attendance: Committee Chair Slakey, Vice Chair Martin, Secretary Magovern, Trustees Sullivan (entered at 8:34 AM), Hill (entered at 8:46 AM), Martinez-Alvarez and Swan.

Trustee guests present: Trustee Queenin.

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

The meeting was called to order by Committee Chair Slakey at 8:30 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 April 26, 2018 meeting. **The Motion passed unanimously.**

Committee Chair Slakey welcomed Dr. Diane Prusank, Provost and Vice President of Academic Affairs, who stated she appreciated the support and grace under pressure displayed by the team in academic affairs during the transition. She was pleased to talk about successful ventures in our University and had the honor of introducing Dr. Lamis Jarvinen, the Director of the Center for Undergraduate Research and Creative Activities (CURCA).

Dr. Jarvinen said she was honored to be speaking on behalf of CURCA and the faculty who brought the center to where it is. Dr. Jarvinen explained the historical perspective and the initial work of CURCA, what the program does now, as well as the work of the director and the future of CURCA.

Trustee Sullivan entered the meeting at 8:34 AM and Trustee Hill entered the meeting at 8:46 AM.

Dr. Jarvinen explained that every student at Westfield State should have the opportunity to experience some form of research at every level of the classroom, which should be embedded in the culture of the University. She hopes to do a workshop for students and faculty to explain what can be done to further this program and will incorporate assessments into the classroom to track the impact of CURCA on retention and graduation. Alumni relations can also be a source of support. There are five different grants in the budget that allow for travel to conferences and consumables for projects. This is a net investment for the University and should be regularized in the budget so that it is available every year.

Committee Chair Slakey turned the meeting over to Dr. Prusank, who showed a PowerPoint presentation which broke down the numbers provided in the credits required for each major, including the common core credits. She indicated that advising is important to help guide the students in choosing their courses. Dr. Prusank explained three types of majors which are set up differently in order to understand the relationship between major requirements, cognate areas and the common core: Spanish, Environmental Science and Nursing. Committee Chair Slakey indicated that there will be more on the relationship of curriculum to retention, graduation and cost going forward.

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

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

The meeting was adjourned at 9:22 AM.

Attachments presented at this meeting:

- a. Minutes of April 26, 2018 Meeting
- b. Lamis Z. Jarvinen, Ph.D., Curriculum Vitae
- c. Degree credits requirement