



## **BOARD OF TRUSTEES**

Academic and Student Affairs Committee

### **Minutes**

President's Boardroom, Horace Mann Center

October 9, 2018

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Board of Trustees committee members in attendance: Secretary Magovern, Trustees Hill (entered at 8:31 AM), Martinez-Alvarez, Sullivan and Swan.

Excused absence: Committee Chair Martin, Vice Chair Slakey.

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 at 8:30 AM by Trustee Sullivan, who stated that with the absence of Committee Chair Martin and Vice Chair Slakey, a motion was needed to elect a chair pro tempore for the meeting.

In accordance with Westfield State University Board of Trustees Bylaws, Article IV, Section 6, a **MOTION** was made by Trustee Magovern, seconded by Trustee Swan, to elect Trustee Sullivan as chair pro tempore of the meeting. **Motion passed unanimously.**

Chair pro tempore Sullivan then asked for a motion to approve the minutes of the June 7, 2018 meeting.

**MOTION** was made by Trustee Magovern, seconded by Trustee Swan, to approve the minutes of the June 7, 2018 meeting. **Motion passed unanimously.**

Dr. Diane Prusank, Provost and Vice President of Academic Affairs, came to the table and stated the university had transitioned to the college structure and acknowledged and thanked several people in the room who worked hard to make it work. Dr. Prusank introduced Dr. Emily Todd, Dean of the College of Arts, Humanities and Social Sciences, which has 93 full-time faculty and over 800 students; Dr. Juline Mills, Dean of the College of Education, Health and Human Services, which has 83 full-time faculty and over 2,000 students; Dr. Jennifer Hanselman, Dean of the College of Mathematics and Sciences, which has 62 full-time faculty and just over 1,000 students; and re-introduced Dr. Shelley Tinkham, the Dean of the College of Graduate and Continuing Education, which houses a variety of programs across the university and focuses on programming. Dr. Prusank discussed the new dean orientation program which met with all divisions on campus and then shared the means of communication given to the campus surrounding the transition. Changes in processes and operations were also discussed, which allows for greater follow-through and completion. Costing out new programs is being worked on.

Both President Torrecilha and Chair Queenin expressed appreciation to all who made the transition to the college structure work. It was requested that an organizational chart be created showing all of the colleges with the tiers down and that it be placed on the website.

Dr. Prusank discussed trends in higher education, specifically early college and dual enrollment programs, which are usually called joint enrollment or concurrent enrollment. Eighty percent of high schools offer dual enrollment programs, which are college classes being taught by high school teachers, classes at the college, or online course for a minimal fee to the university. Early college is different; it is a wrap-around program for courses held at the high school or the college that will count at both places, but targets students who may not have typical access. This program helps two types of students; those high school graduates unprepared for college level work and high school graduates prepared for college work, but not the college environment. Participating students can earn an associate's degree while still in high school. Dr. Prusank shared the benefits for both students and the institutions as well as the results of the some of these programs.

Dr. Prusank welcomed Dr. Shelley Tinkham, Dean of the College of Graduate and Continuing Education, and Ryan Meersman, Early College Access and Education Recruitment Coordinator, to discuss The Westfield Promise. Dr. Tinkham stated that all universities are offering some type of dual enrollment or early college programs, but the Westfield Promise has been recognized as a Massachusetts Early College High School Program and this year received a grant for \$140,000. The university is working with Westfield, Holyoke, and Springfield public schools and offer courses to juniors and seniors. Mr. Meersman acts as the liaison between the high schools and the university, being accessible to the students and their parents and having deep partnerships with the principals and lead counselors assigned to this project. Seniors enroll in courses on campus each semester, engaging with the campus community and having access to all campus services including tutoring and counseling. They can graduate high school with 12 college credits and receive preferred admission to Westfield State. President Torrecilha stated that this is a pilot program and resources will continue to be provided for these students, but we are going to have to find a way to support this program independent of the state.

Trustee Queenin shared some proposed agenda items for future meetings that were created by Trustee Martin and Dr. Prusank and it was agreed that the tenure process needs further explanation to the Board at some point in the future.

Trustees expressed interest in learning about the faculty recruitment process and student culture to be presented at future meetings.

There being no further business, Chair pro tempore Sullivan asked for a motion to adjourn.

**MOTION** was made by Trustee Magovern, seconded by Trustee Martinez-Alvarez, to adjourn.  
**Motion passed unanimously.**

The meeting was adjourned at 9:41 AM.

Attachments presented at this meeting:

- a. Minutes of June 7, 2018
- b. Concept Paper: The Westfield Promise
- c. Prospective Agenda for the Year