



Board of Trustees

Governance and Nomination Committee

Minutes

President's Boardroom, The Horace Mann Center

December 11, 2019

MEMBERS PRESENT: Committee Chair Landrau, Vice Chair Boudreau, and Trustees Alvarado and Martin

MEMBERS EXCUSED: Committee Secretary Hagan

TRUSTEE GUESTS PRESENT: Trustees Magovern, Martinez-Alvarez, Neves, Queenin, and Williams

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

The meeting was called to order at 2:00 PM by Committee Chair Landrau.

MOTION made by Trustee Boudreau, seconded by Trustee Martin, to approve the minutes of the June 20, 2019 meeting. **There being no discussion, Motion passed unanimously.**

Committee Chair Landrau started the discussion on Trustee Orientation and referred Trustees to the minutes of the April 24, 2019 minutes containing ideas for orientation. She requested Trustees to submit their feedback for the most effective orientation. Ideas shared were:

- Having the orientation session and prior meetings' minutes before the first meeting was helpful.
- Discussion with the Board Chair on the work of each committee and the role and expectations of Board members was useful.
- Continue to provide divisional information sessions with the vice presidents to provide information on the five major divisions in the institution. Provide the sessions to both existing and new Trustees within three-to-six months of their appointment, after they have had the opportunity to attend a couple of meetings. Schedule the sessions annually for the full board – possibly at a retreat.
- Have someone like Bob Brown come and give new Trustees a history of Higher Ed both in the state and here at Westfield.

Trustee Martin left the meeting at 2:11 PM.

Committee Chair Landrau turned the discussion to the next agenda item of Trustee Training. We have requested the Inspector General's office to come to campus to provide training since there are a number of new Trustees needing it, and to comply with our response to the Open Meeting Law complaint filed last year. The training will cover fiduciary duties and board responsibilities, detecting and preventing fraud, Public Records Law and Open Meeting Law.

There being no further business, **MOTION** made by Trustee Boudreau, seconded by Trustee Alvarado, to adjourn. **Motion passed unanimously.**

Meeting adjourned at 2:18 PM.

Attachments presented at this meeting:

- a. Draft Minutes of June 20, 2019 Meeting
- b. Minutes of April 24, 2019 for discussion
- c. Current Orientation Table of Contents
- d. Senate Bill No. 2392 (October 30, 2019)