



Board of Trustees

Finance and Capital Assets Committee

11:00 a.m.
October 13, 2020

Virtual Meeting via Zoom

A live stream of the meeting for public viewing will take place at the following link:

<http://www.westfield.ma.edu/live>

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| 1. Called to Order | Trustee Sullivan |
| 2. Minutes | |
| a. June 25, 2020 | Trustee Sullivan |
| 3. Items for Information | |
| a. Travel Expenses of the President and the President's Direct Reports: July 1, 2019 – June 30, 2020 | Lisa Freeman |
| b. Fixed Assets Inventory Progress Report | Steven Scibelli |
| c. Equal Opportunity, Diversity and Affirmative Action Plan Policy (2170) | Jalisa Williams |
| d. Capital Project Update | Maureen Socha |
| e. NECHE COVID-19 Data Collection and Financial Screening | Stephen Taksar |
| 4. Items for Action | |
| a. Motion – FY21 Operating Budget | President Saigo/ Stephen Taksar |
| i. University Efficiency Analysis Advisory Committee | Juline Mills |
| 5. Items for Discussion | |
| a. FY22 Budget Planning Assumptions and Timeline | Stephen Taksar/Maria Feuerstein |

Attachment(s):

- a. Minutes (Draft) 6-25-20
- b. Travel Expenses of the President and the President's Direct Reports
- c. Fixed Assets Inventory Progress Report
- d. Equal Opportunity, Diversity and Affirmative Action Plan Policy (Appendix)

- e. Capital Project Update (PowerPoint)
- f. NECHE COVID-19 Data Collection and Financial Screening
- g. Motion – FY21 Operating Budget
- h. FY21 Operating Budget (Narrative)
- i. FY21 Operating Budget (Campus Budget)
- j. FY21 Operating Budget (Trust Fund)
- k. FY21 Operating Budget (UEAAC Narrative)
- l. FY21 Operating Budget (Preliminary)
- m. FY22 Budget Planning Assumptions and Timeline