



## **BOARD OF TRUSTEES**

Academic Affairs Committee

**February 1, 2023**

**Minutes**

Loughman Living Room, Scanlon Hall

A live stream of the meeting for public viewing also took place on YouTube.

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**MEMBERS PRESENT:** Committee Chair Dr. Gloria Williams, Vice Chair Chloe Sanfacon, and Secretary William Reichelt

**MEMBERS PARTICIPATING REMOTELY:** Trustee George Gilmer

**MEMBERS EXCUSED:** Trustee Madeline Landrau

**TRUSTEE GUESTS PRESENT:** Trustee Dr. Robert Martin

**TRUSTEE GUESTS PARTICIPATING REMOTELY:** Trustee Ali Salehi

Also present and participating were Westfield State University President Dr. Linda Thompson; Provost Dr. Juline Mills; and Dean of the School of Health, Natural Sciences, and Human Services Dr. Ziblim Abukari, Dean of the School of Criminology, Psychology, Social Justice, and Public Policy Dr. Gabe Aquino, Dean of the School of Business, Mathematics, Computing, and Sustainability Dr. Rebecca Morris, and Dean of the School of Education, Art, Communication, and Humanities Dr. Sabine Klein.

The meeting was called to order at 1:36 PM by Committee Chair Williams who announced the meeting was being livestreamed.

**MOTION** made by Trustee Williams, seconded by Trustee Sanfacon, to approve the minutes of the December 19, 2022 meeting.

**ROLL CALL VOTE** passed motion unanimously with Trustees voting in the affirmative: Gilmer, Sanfacon, and Williams.

[Trustee Reichelt joined the meeting at 1:39 PM]

Current Registered Student Enrollment Report. Provost Mills presented an update on current student enrollment, showing 4,345 students as of January 26. There is an effective warning system in place for at-risk students and the Center for Student Success and Engagement has 15 support staff. Retention has increased 2%, which is the highest among sister schools.

Campus Academic Master Plans (CAMP) Recap. Provost Mills provided a recap of the purpose of the Campus Academic Master Plans (CAMP), which guides the work of Academic Affairs in prioritizing what

needs to be done and in allocating resources. CAMP will then align with the Campus Master Plan in determining growth capacity in spaces. The mission and vision of Academic Affairs was shared.

Campus Academic Master Plans (CAMP) were presented for each of the four academic schools, showing how they are incorporating Innovation, Diversity, Engagement, and Advancement to support the Student experience (IDEAS).

School of Health, Natural Sciences, and Human Services. Dr. Ziblim Abukari presented the school's mission, vision, values, and current and projected enrollment. Areas of focus to optimize the student experience, build a school culture, and grow enrollment were shared.

School of Criminology, Psychology, Social Justice, and Public Policy. Dr. Gabe Aquino presented the school's mission, vision, values, and current and projected enrollment. Areas of focus to optimize the student experience, expand school resources, achieve dedicated justice school facilities, enrich culture, and grow enrollment were shared. [Trustee Salehi left the meeting at 2:50 PM]

School of Education, Art, Communication, and Humanities. Dr. Sabine Klein presented the school's mission, vision, values, and current and projected enrollment. Areas of focus to optimize the student experience, grow school resources, enrich culture, and grow enrollment were shared.

School of Business, Mathematics, Computing, and Sustainability. Dr. Rebecca Morris presented the school's mission, vision, values, and current and projected enrollment. Areas of focus to optimize the student experience, invest in resources that enhance student learning, generate new resources, and grow enrollment were shared.

Discussion of the presentations included:

- Create prioritization for the improvement projects, identifying which have committed funds, what they are connected to, and a sense of when they will happen. Some improvements are being funded by grants or innovation funds.
- Involve Finance and Facilities personnel in the preliminary stages of space planning.
- What strategies are being used to get to the percentage increases to hit the goal of 6,000 learners?
- The IDEAS described are crossing over multiple schools such as criminal justice forensics and chemistry.
- To grow the number of non-traditional learners, the schools are working with Enrollment Management and changing the way of learning to be flexible, online, or hybrid.
- Add focus on external partnerships in developing programs to help with advancement. Dr. Aquino stated there are invisible partnerships through faculty communicating with alumni in the workplace.
- What are the commonalities that the four schools can use to strategize, for example flexible curriculum strategies and opportunities for transfer?
- Are there current programs more deserving of resources than others? Resources may need to be reallocated based on conversations with the provost, deans, and department chairs, connecting disciplines and incorporating existing programs.
- These are three-to-four-year plans, meant to focus on a few things at a time, but they impact all future planning. They are designed to help the schools use existing resources better and connect across departments. [Trustee Reichelt left the meeting at 3:50 PM]
- DCAMM runs major capital funding programs every other year and there is an opportunity to submit a request this year. The Facilities Master Plan will build off work done at this meeting. Visions created today should be discussed and debated in a cohesive strategy based on priorities

for a ten-year Facilities blueprint. Administration and Finance has a financial pro forma template which can run these ideas to forecast revenues.

There being no further business, **MOTION** made by Trustee Sanfacon, seconded by Trustee Gilmer, to adjourn.

**ROLL CALL VOTE** passed motion unanimously with Trustees voting in the affirmative: Gilmer, Reichelt, Sanfacon, and Williams.

Meeting adjourned at 3:55 PM.

Attachments presented at this meeting:

- a. Draft Minutes 12-19-2022
- b. Registered student enrollment report
- c. Campus Academic Master Plans (CAMP) Recap presentation
- d. School of Health, Natural Sciences, and Human Services presentation
- e. School of Criminology, Psychology, Social Justice, and Public Policy presentation
- f. School of Business, Mathematics, Computing, and Sustainability presentation
- g. School of Education, Art, Communication, and Humanities presentation