

MASSACHUSETTS COLLEGE OF ART AND DESIGN  
**BOARD OF TRUSTEES ANNUAL MEETING**

June 9, 2020, 4:15pm

In accordance with Governor Charles Baker's March 12, 2020 "Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, § 20" and the Massachusetts Attorney General's Office's March 12, 2020 Guidance, please note the following: Notice is hereby given that a meeting of the Massachusetts College of Art and Design Board of Trustees will be held through remote participation via call number: +1 646 558 8656, Webinar ID: 962 9105 1921, Password: 044370 <https://massart.zoom.us/j/96291051921?pwd=LTFUeM3vcjFhRXk4bmI3REtEMzcwZz09>

**MINUTES**

**Trustees Present:** Jan Saragoni (Chair), Daren Bascome, Elisa Hamilton, John Intoppa, Karen Keane, Denise Korn, David Lee, Peter Nessen, Pamela Parisi, Linda Snyder. David Nelson (Ex-Officio)

**Trustees Absent:** Bill McQuillan

**Participating:** Kym Pinder, Bob Perry, Dan Serig, Lauren Wilshusen, and Susana Segat (Board Secretary)

Call to Order

Chair Saragoni called the annual meeting to order at 4:15pm. She reminded trustees that this was a public meeting and that votes would be taken by roll call.

Consideration of the Minutes of Prior Meeting: April 24, 2020

On a motion duly made and seconded, by a vote of 10 in favor, none against, and none abstaining, it was **VOTED: To approve the minutes of the April 24, 2020 board of trustee meeting.**

Roll Call: Bascome, yes; Hamilton, yes; Intoppa, yes; Keane, yes; Korn, yes; Lee, yes; McQuillan, absent; Nessen, yes; Parisi, yes; Snyder, yes; Saragoni, yes.

Report of the President

President Nelson provided his final report to trustees, reaffirming MassArt's commitment to justice and equity and thanking everyone for their work during the COVID-19 pandemic. He described the creation of a MassArt continuity task force, comprised of eight working groups, to help find solutions for the fall. He noted the plans for delivering instruction in the fall according to Provost Pinder's framework.

Enrollment Report

Chair Saragoni asked Acting President Pinder to continue with the President's Report. President Pinder thanked trustees for their confidence in appointing her to shepherd the college through these difficult times. She asked Dean Wilshusen to provide an update on enrollment. Dean Wilshusen distributed two documents: a 2020 "enrollment summary quick look" and a detailed comparison "2019 versus 2020".

Dean Wilshusen said that MassArt's overall deposit number is at 356 for first-time students and at 101 for transfer students: 74% of our enrolling students are from Massachusetts and the acceptance rate is about 60% across the board, regardless of residency. Graduate programs are holding at 59 deposits

Dean Wilshusen summarized the "Detailed Comparison" chart: 141 enrolling students identify as ALANA and 78% of them are from Massachusetts. Future engagement plans for incoming students include an online celebration and exhibition of student work, a pilot mentorship program, and a pilot mentorship program for transfers from community colleges. She said that the pre-semester two-week program will now be offered to every incoming foundation student free of cost, for three college credits, taught remotely for an expanded three-week period.

Acting President Pinder provided an overview of the fall planning. She said that the work of the admissions office is closely aligned to the planning in academic affairs so that new families would get a clear picture about being a college student in September. Since May 4<sup>th</sup>, department chairs have been presenting fall plans in their particular area for the classes already scheduled. Acting President Pinder explained that the first challenge to overcome would be having to work with a pre-established schedule because to upend 1,700 students with a new format was not an option. Fall plans would take into

consideration physical distancing of 6 feet; limited occupancy in rooms, elevators, and hallways; personal protective equipment; cleaning and sanitizing; and accommodating at-risk members. She discussed the plan for providing students with home studio kits to assist in remote instruction as well as the plan for determining which courses would be remote. Acting President Pinder thanked the faculty for gracefully adapting through an academic pivot to amend instructional plans. She invited Interim Provost Serig to continue the presentation.

Interim Provost Serig said that starting June 18<sup>th</sup>, students would be scheduled to retrieve their items from campus. He defined words currently being used for the transition: 'remote' versus 'online' and 'hybrid.' He explained that MassArt will have a hybrid fall semester. Liberal Arts and History of Art have already agreed that they will be remote in the fall. Hybrid courses will be at most 50% on campus, with a two-week rotation cohort. Interim Provost Serig noted that the goal is to keep the campus at 40-50% occupancy levels to help with physical distancing. He discussed the heat map being created by Institutional Research that visualizes student concentration by department. He noted that another goal was to have first-year students feel a campus experience, so Foundation was working on an A/B model.

Trustees thanked Acting President Pinder and Interim Provost Serig for their team's accomplishments. They discussed some of the housing assumptions and criteria being considered by the task force to keep housing at 50% capacity. Trustees discussed the developing plans of neighboring institutions, which are all very different.

Acting President Pinder noted that MassArt is a predominantly commuter campus, which creates significant differences from being a resident-majority campus. She discussed the benefits of remote learning in addressing equity issues for commuting and working students.

Trustee Lee left the meeting at 5:10pm.

#### Report of the Chair

Chair Saragoni updated trustees on the work of the BOT Special Committee on Presidential Vacancy Planning. She asked trustees to delegate powers to this committee for the summer months.

On a motion duly made and seconded, by a vote of 10 in favor, none against, and none abstaining, it was **VOTED Log 20-27: To delegate board powers related to presidential searches to the Special Committee on Presidential Vacancy Planning until the next BOT meeting on September 22, 2020.**

Roll Call: Bascome, yes; Hamilton, yes; Intoppa, yes; Keane, yes; Korn, yes; Lee, yes; McQuillan, absent; Nessen, yes; Parisi, yes; Snyder, yes; Saragoni, yes.

#### Report of the Student Trustee

Trustee Intoppa discussed the benefits of the pre-semester program and praised its addition of a 3-credit benefit. He was happy to hear about the plans for hybrid fall programs because his peers were expressing concerns about returning to regular classrooms in September. Trustee Intoppa provided an update on the Student Government Association election process and hoped to have final results on the election for his BOT race soon. Trustees discussed the pre-semester program and its importance to building community among students and thanked Trustee Intoppa for his remarks.

#### Fiscal Operations Report through 4/30/2020 and FY2021 Budget Scenarios

A&F Committee Co-Chair Snyder reported that the college does not have budget scenarios for 2021 at this time. She invited VP Perry to present the budget through April 30<sup>th</sup> so that it may be approved by trustees.

VP Perry noted that his presentation is updated through May. He said that revenue is off by 4.3%. Since the goal is to have level revenue and expenses, the college is saving resources as much as possible. Since revenue has been received, the college is winding down payroll expenses and cutting back on contract workers who are not able to do their work remotely. Student workers are being kept on the payroll. Out of the \$1.5m in CARES Act money, the first \$750k is going to students: the second half, which is discretionary money, is slated to support the fall plans for academic delivery. He said that the college has a one-time FY2020 estimated fund balance of about \$1m from South Building rebates.

VP Perry said that the college is in its preliminary planning stages for FY2021 and hopes to present a budget to trustees in July. He said that enrollment numbers will be key in driving the budget planning. The guiding principles for FY2021 include significant revenue ramifications, including a 12% contraction in grad programs and continuing education; the expectation that housing would not fill every bed; that the food service program would be restricted; and that space rentals would be curtailed. He noted that the college is currently pausing on hiring new employees and that COVID-19 testing needs to be added to the budget. He said that everything is being considered and that the college would have to make some sacrifices to ensure healthy operations, with the goal of seeing a rebound in FY2022 and FY2023.

There were no questions. Committee Co-Chair Snyder said that it was expected to end the year with a balanced budget. Because the South Building and Galleries construction and work-around were well-managed, the college got the capital contingency back. She said that the college was in good shape for FY2020 and thanked the administrative team for their work on the budget. She asked trustees to approve the April operating budget summary and noted that FY2021 would be discussed at the next BOT meeting.

On a motion duly made and seconded, by a vote of 10 in favor, none against, and none abstaining, it was **VOTED Log 20-28: To accept the fiscal operations report through 4/30/2020.**

Roll Call: Bascome, yes; Hamilton, yes; Intoppa, yes; Keane, yes; Korn, yes; Lee, yes; McQuillan, absent; Nessen, yes; Parisi, yes; Snyder, yes; Saragoni, yes.

#### Distribution of FY2021 Board Schedule

Chair Saragoni distributed the FY2021 board meeting schedule and asked trustees to save those dates. More information on committee work would be forthcoming. The meetings are scheduled for September 22, November 17, February 2, April 6, and June 8; all on Tuesdays, starting at 4:15pm.

#### Election of Officers, Effective 7/1/2020

Chair Saragoni said that she was relinquishing the chair at this point in the meeting because she planned to be a candidate for the office of chair. Vice Chair Hamilton took over the chair. Acting Chair Hamilton called for nominations for the office of BOT chair. Trustees nominated Trustee Saragoni and she accepted the nomination. Acting Chair Hamilton asked for further nominations and then she asked again. There being no further nominations, Acting Chair Hamilton put the nomination to a vote.

On a motion duly made and seconded, by a vote of 10 in favor, none against, and none abstaining, it was **VOTED Log 20-29: To elect Trustee Saragoni to serve as BOT chair, effective 7/1/2020.**

Roll Call: Bascome, yes; Hamilton, yes; Intoppa, yes; Keane, yes; Korn, yes; Lee, yes; McQuillan, absent; Nessen, yes; Parisi, yes; Snyder, yes; Saragoni, yes.

Acting Chair Hamilton yielded the floor back to Chair Saragoni, who thanked trustees for their vote of confidence in re-electing her as chair.

Trustee Intoppa left the meeting at 5:48pm.

Chair Saragoni opened the nominations for BOT vice chair. Trustees nominated Trustee Hamilton for the office of vice chair and Trustee Hamilton accepted the nomination. There being no further nominations, Chair Saragoni put the nomination to a vote.

Trustee Intoppa returned to the meeting at 5:51pm.

On a motion duly made and seconded, by a vote of 10 in favor, none against, and none abstaining, it was **VOTED Log 20-30: To elect Trustee Hamilton to serve as BOT vice chair, effective 7/1/2020.**

Roll Call: Bascome, yes; Hamilton, yes; Intoppa, yes; Keane, yes; Korn, yes; Lee, yes; McQuillan, absent; Nessen, yes; Parisi, yes; Snyder, yes; Saragoni, yes.

#### BOT Committees

Chair Saragoni asked trustees to continue the current committee structures, effective 7/1/2020.

On a motion duly made and seconded, by a vote of 10 in favor, none against, and none abstaining, it was **VOTED Log 20-31: to continue the current committee structures, effective 7/1/2020:**

- Academic & Student Affairs: Hamilton (Chair), Bascome, Intoppa, Korn; Lyssa Palu-ay (Ad-Hoc);
- A&F: Snyder (CoChair), Nessen (CoChair), Keane, Hamilton;
- Development: Keane (Chair), Korn, Parisi; Richard Marshall (Ad-Hoc);
- External Affairs: Saragoni (Chair), Bascome, Nessen, Snyder;
- Special Committee on Presidential Vacancy Planning: Saragoni (Chair), Hamilton, Intoppa, Nessen, Snyder.

#### Delegation of Authority

Chair Saragoni asked trustees to approve the board's regular delegation of authority for summer months.

On a motion duly made and seconded, by a vote of 10 in favor, none against, and none abstaining, it was **VOTED Log 20-32: To delegate authority for the annual audit and for MSCA reappointments:**

- **Annual audit:** to delegate to the executive committee of the board of trustees' approval of the fiscal year 2020 audit for MassArt in order to meet the October 15<sup>th</sup> deadline of the State Comptroller. The executive committee will schedule a special executive committee meeting on or around October 13, 2020 to accept this FY20 audit. The audit will be presented to the full board in November 2020.
- **MSCA reappointments:** to delegate to the president the authority to act as the board's designee in taking actions to reappoint MSCA unit members.

#### Other Business

Chair Saragoni offered trustees an opportunity to say good-bye to David Nelson and welcome Kym Pinder to the MassArt presidency, and they heartedly did so.

#### Adjournment

On a motion duly made and seconded at 6:05pm, it was **VOTED: To adjourn.**