

Administrative Council Meeting Minutes
Thursday, February 24, 2015
Alumni Room
2-3:30PM

Attendees: Don Arpino, Jamie Costello, Matthew Hincman, Maureen Keefe, Kathy Keenan, Patrick O'Connor, Paul Paturzo, Alicia Perry, Bob Perry, Susana Segat, Dan Serig, Anne Marie Stein, Kurt Steinberg and Ken Strickland

Not in Attendance: Marjorie O'Malley and Kate Russell

The minutes from the February 5, 2015 meeting were approved.

Updates (Kurt Steinberg)

As of Fall 2015, Administrative Council will meet every two weeks and possibly add other key staff members to the roster.

President Steinberg informed the group that there is the possibility of a merger between Monserrat College of Art and Salem State University for the 2017-2018 academic year and a brief conversation followed.

Budget Updates (Bob Perry)

The FY 16 budget cycle will unlikely yield any new funds for the college. There will be a 1.5% reduction in funds that will most likely be taken from our operating budget and the collective bargaining funds.

The college is hoping to have an increase of less than 5% for In-State Student Fees, but the percentage for the Out-Of-State Student Fees is undetermined. The Professional and Continuing Education numbers, as well as the Graduate numbers, have been reviewed by the Board of Trustees and there will be marginal changes of about \$10 in fees.

There will be an All College Budget meeting for faculty and staff on Monday, March 16th in the Kennedy Conference/Lounge Room (Ken 280A/B).

FY 15 started out with a deficit due to a lag in enrollments and unexpected expenses such as higher fuel costs. As FY 15 comes to a close, we need to be very careful about spending and make sure the college is not using unused funds on expenses that could be focused on student focused needs. The college hopes to be in a position to break even by the end of the FY 15 budget cycle.

We are up 89% on fundraising over last year and are ahead on grant funds, such as Artward Bound, which is at 600 out of 700 hundred thousand dollars in funding and it may even break the million dollar mark.

Last year our FTE number was too high, so to avoid another deficit, the FY 16 FTE number will be set more realistically to align with current revenues and costs. The college needs to use enrollment management practices to do a better job of meeting expectations as far as programs and student populations.

Searches (Kurt Steinberg)

The search for the Dean of Admissions position is underway and the Search Committee should be having its next meeting on Monday, March 16th.

The Government and Community relations position is in the process of being vetted and once a description has been agreed upon, it will be brought to Administrative Council for review.

The Title IX Coordinator position is posted and hopefully will be yield a hire by April 2015.

Campus Climate (Kurt Steinberg)

Administrative Council needs to review the campus climate survey results and decide how it will be distributed to the community and in what context. Finding from the raw data suggest that African American and Hispanic students do not feel safe. The data also suggests that a good percentage of participants feel thjat the campus is too open to provide adequate safety.

Web Updates (Kurt Steinberg)

A firm is being hired to evaluate the current state of the MassArt website to decide how to improve it and how to preserve the features that are working. A new site is set to roll out in May 2016.

MassArt Day (Kurt Steinberg)

MassArt Day will be held on Wednesday, February 25th in the Tower Auditorium. A Title IX presentation will be given at from 9-10:15AM, followed by a Campus Safety presentation from 10:30-noon.