

**Administrative Council Meeting Minutes**  
**Thursday, March 19, 2015**  
**Kennedy Conference Room (280B)**  
**10 - 11:30AM**

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

The minutes from the February 24, 2015 meeting were approved.

Updates (Kurt Steinberg)

Going forward, Susana Segat will be in charge of the constructing the agendas for these meetings. People should feel free to contact Susana or the President's Office about possible agenda items. From now on we will also add time to the end of each meeting to discuss ideas for future agenda items or areas of discussion that the Administrative Council should review or being educated on.

Partnership Plan (Bob Perry)

The updated version of the Partnership Plan is almost ready to be published. One of the challenges in updating it has been making it more cohesive and uniform to the way the Board of Higher Education displays the information on their website. The plan has to keep in line with the guidelines set by the Vision Project. It also needs to outline the benchmarks set by the MassArt Strategic Plan.

MassArt is on the agenda for the Board of Higher Education's June 2015 meeting, but the work should be prioritized as if due in May, to allow time for final editing without much time constraint. The BHE will be looking for factors such as viability and the number of in-state student enrollees.

The last version of the plan forecasted that at this point we would have a full time enrollment number of 1900 students. The number was set too high, which has caused a loss in enrollment fee revenue. At this point, our FTE number is set for 1650 and the college is hoping to grow this number to 1730 over the next five years. Currently the state requires that we have an in-state enrollment number of sixty percent.

The Performance Report is due in the next two weeks and will include historical information pertaining to the former Partnership Plan.

Budget Updates (Bob Perry)

A Budget Advisory Committee consisting of Bob Perry (Chair), Don Arpino, Susana Segat, Jamie Costello, Ellen Carr, Dan Serig, Kyle Brock, Stephen Turlentes, Peter Evenuk, Luanne Witkowski, Dave Carder, Jim McDaid, Patrick O'Connor and Howard Larosee has been formed to represent the college community and to ensure that the financial resources of the college are allocated in response to priorities outlined in strategic planning, outcomes and assessments, as well as program reviews. Their main work is to move forward initiatives related to technology, the 5-year operational plan and capital planning.

The Council of Presidents will meet with Chairman Dempsey later today to discuss options pertaining to funding formulas that may be imposed on the state universities during the upcoming fiscal year. The ability to be granted the monies promised for maintenance and collective bargaining, we would be able to freeze fees at the FY15 rates.

Another pressing issue on the agenda is the issue of adjunct faculty. Each department at MassArt is required to employ twenty percent full time faculty. Currently that is an issue as we would have to sever seventeen faculty members immediately and let go of fifty adjunct faculty. The college is currently working on a way to implement this policy, but for the time being, is waiting for a final decision from the courts, as there is a temporary stay of execution in the Superior Court.

#### Possible Topics for Future Discussion

Student Success Taskforce Data (Kathy Keenan)  
Kor Presentation on the Galleries Transformation  
Campus Safety Assessment  
Diversity Assessment  
College Goals for 2016

#### Announcements

- Finalist number one for the Title IX Coordinator position, Lisa Cloutier, is on campus today to meet the community.
- The finalists for the Dean of Admissions will be brought to campus the third week of April.
- Six winners were chosen for the President's Challenge and awarded about \$10,128 each.
- The HERE Survey is live on the intranet.
- Please take a moment and fill it out and encourages others from the MassArt Community to do the same.