

Administrative Council Meeting Minutes
Wednesday, March 9, 2016
Tower 1101
9:30 - 11:00AM

Attendees: Don Arpino, Maureen Keefe, Kathy Keenan, Patrick O'Connor, Alicia Perry, Kate Russell, Susana Segat, Dan Serig, Mercedes Sherrod-Evans, Anne Marie Stein, Kurt Stenberg, Ken Strickland and Chris Wright

Guests: David Nelson

NAAB Visit (Ken Strickland)

The National Architectural Accrediting Board (NAAB) visit went well. The review team was very impressed with our students and their breadth of work and felt that we did a good job at addressing the guidelines and areas of concern that needed work. Because of this, we may be eligible for an 8yr accreditation this time around. The commission board meets in July and we are hoping to get final confirmation in fall 2016 or early spring 2017.

2017 Tuition and Fee Projections (Kurt Steinberg)

Based on current projections, it looks like there will be an increase of 2.6% in In-State annual charges for the FY 2017 Undergraduate students. There will be a 4.5% increase for Non-Resident students and an 8.4% increase in New England charges.

The capital fee student charge will increase to \$400 dollars per student. This fee contributes to funding for campus improvements and maintenance.

FY 2015 MassArt A-133 Audit

In FY2015, MassArt processed a total of \$15, 449,781 in Student Federal Financial Aid Programs, including federal loans, work-study and grants.

The audit cited four items in which the College needs to strengthen its management and oversight of Federal Programs:

- 1) Timelier reconciliation of Pell grant disbursement records with the Federal Government Origination and Disbursement System.
- 2) Greater oversight with the dates on the College Work-Study timesheet.
 - Student class schedules must be cross referenced with their work-study schedule, to ensure that they are not working during class time. The only

exception is to bring in a note from the professor validating that class was cancelled.

- Timesheets must be turned in on time. There cannot be multiple occurrences of pay cycles that include multiple timesheets for the same student.

3) Timelier reporting on the status changes in student enrollment to the National Student Loan Data System (NSLDS). This was an item on the prior audit.

4) Timelier return of Federal Title IV Funds after a student ceases to be enrolled for the semester and has not earned the funds processed.

FY2015 Financial Aid Summary

• Grants, Scholarships and Waivers	- \$8,594,633
• Loans	- \$15,785,457
• Other Assistance	- <u>\$678,851</u>
Total	\$25,058,941

FY2016 Fiscal Operations Report

As of February 29, 2016, the College has expended about 80% of revenue budget. Departments are discouraged from elaborate spending with any remaining funds. If anyone has any questions related to the budget, please see Bob or Kurt.

Risk Assessment

A draft copy of the Massachusetts College of Art and Design Risk Assessment and Internal Control Planning and Procedures was given to the group for review. If anyone has any questions or concerns they should be addressed to Bob or Kurt. As changes and updates are integrated into the document, a final copy will be presented to the group at a future meeting.

Black Lives Matter Forum/Diversity Meetings (Ken Strickland)

The Black Lives Matter Cambridge Group hosted a forum in the DMC Atrium on Wednesday, March 2nd. At the end of the forum, the students of the Artists of Color Union (ACU) presented Ken with a list of demands that would address issues with MassArt's current Diversity Plan, as well as ways to foster an environment in which underrepresented students can feel wanted, safe, and comfortable with expressing their culture, identity and presence at MassArt.

Because some of the demands could not be met in the timeframe given by the ACU, a series of Diversity Plan meetings to go over each demand and flesh out which ones could be done immediately and which ones would need more discussion and time.

The next planning meeting is set for Tuesday, March 15th 7-9PM in the Admissions Conference Room. Please feel free to join the discussion and become a part of the process.