

**UNIVERSITY OF MASSACHUSETTS  
AMHERST•BOSTON•DARTMOUTH•LOWELL•MEDICAL•LAW•ONLINE**

**MINUTES OF THE MEETING OF THE  
COMMITTEE ON ADMINISTRATION AND FINANCE**

**Wednesday, December 14, 2022; 10:00 a.m.**

**Remote Meeting**

**Pursuant to the Governor's Order Suspending Certain Provisions of the  
Open Meeting Law, G.L. c.30A, s.20 dated March 12, 2020**

**Committee Members Present:** Chair O'Brien; Trustees Berry, Brunelle (joined at 10:57 a.m.), Colella, Dooley, Epstein, Lam, Lechowicz (departed at 11:05 a.m.), Peyser, White and Wu

**Committee Members Absent:** Vice Chair Scheibel; Trustee Tolman

**Other Trustees Present:** Trustees Burns, Paris Jeffries and Ramos Gagliardi

**University Administration:** President Meehan; General Counsel Leone; Senior Vice President Calise; Chancellors Subbaswamy, Suárez-Orozco, Fuller, Chen and Collins; Vice Chancellors Mangels, Kirleis, Doyle (CFO), O'Riordan and Lindstedt

**Faculty Representatives:** Professors Hoagland, UMass Amherst; Kim, UMass Boston

**Documents Used:**

- Meeting Minutes, September 22, 2022 (Open & Executive Session)
- Review of Quarterly Capital Report and Approval of Changes to the Capital Projects List, UMass Amherst, Doc. T21-048, as amended
- Establishment of an Endowed Professorship, UMass Boston, Doc. T22-070
- Five-year Forecast, Doc. T22-062
- Travel Policy Update, Doc. T22-066
- Annual Clery Report, Doc. T22-063

Chair O'Brien convened the meeting at 10:01 a.m. and stated that as a public body, the UMass Board of Trustees could meet remotely under the Governor of Massachusetts' executive order issued on March 12, 2020, and extended to March 31, 2023.

Under the Emergency Order, all members of the Board may participate by remote virtual means, without affording public access to the physical meeting locations, as long as they engage with adequate and alternative means of access available. Any member of the public wishing to address the Committee regarding an agenda item or issue related to the agenda, or to make an audio or video recording of the open public session of the Committee meeting, was provided notice by the Secretary of the Board through a posting indicating that such written requests needed to be received no later than 24 hours prior to the meeting.

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Chair O'Brien reminded the Committee members to unmute themselves and state their name when they move or second any action item.

**Consideration of Minutes of the Prior Meeting of the Committee**

Chair O'Brien stated that the Committee was provided with the draft minutes of the September 21, 2022 meeting's Open and Executive Session and asked for comments or corrections. With none, the minutes were approved.

He stated that pursuant to Mass General Laws Chapter 30A and under the Office of The MA Attorney General, Open Meeting Law Guide and Educational Materials, General Counsel Leone, under the delegation of the UMass Board of Trustees, has determined that the Executive Session minutes will not be released at this time, and should remain confidential because publication would defeat the lawful purposes of the executive session.

**Chair's Report**

Chair O'Brien noted that it was his first meeting as Chair and stated that he served on the A&F Committee for several years working with Senior Vice President Calise and her team. He commented that the Five-year Financial Forecast presentation that will demonstrate the hard work of the Chancellors and A&F teams across the campuses to put forth a plan with reasonable assumptions, and challenges related to enrollment or controlling costs. He noted looking forward to the Committee's continued hard work and thoughtful discussions about the University's fiscal health.

**President's Report**

President Meehan extended his gratitude to Chair O'Brien for serving in his new role as chair of the Committee. He thanked Associate Vice President Matt Gorzkowicz for his service to the University and announced that he had been appointed by Governor-elect Healey to serve on her administration as the Secretary of Administration and Finance.

President Meehan spoke to the University's partnership with the Commonwealth which is central to its long-term financial sustainability. He reported on the FY24 budget request process underway that will put students first by focusing on meeting their financial, academic, and health needs. He stated that Senior Vice President Lisa Calise will present on the University's year-end of results, which demonstrate the strong fiscal management of the campuses.

**Senior Vice President's Report**

Senior Vice President Calise acknowledged Matt Gorzkowicz and congratulated and wished him well in his new role. She noted the outline of her team's presentation and the A&F Committee meeting cycle. She provided an overview of the Financial Accountability Framework and discussed the approach to identify, assess, and manage risks for enrollment, financial sustainability, and facilities and deferred maintenance. She also discussed the FY22 year end results highlighting the positive results and the University's Fiscal Health Scorecard. She discussed the University's FY23 first quarter projections highlighting enrollment & occupancy.

**Action Item #1: Review of Quarterly Capital Report and Approval of Changes to the Capital Projects List, T21-048, as amended**

Assistant Vice President Pasquini outlined her presentation and informed the Committee that more information was posted on Boardvantage. She presented the Quarterly Capital Report reviewing changes since the Committee last met in September (net increase in projects of \$48 million, 8 new projects, and 5 completed projects), the current capital plan which includes 95 projects totaling \$1.9 billion, the Project Phases Dashboard of the traditional projects in the plan, including Board approved and President approved projects (89 traditional projects totaling \$1.6 billion), and the Funding Sources Dashboard which displays the total amount of the approved Capital Plan by funding sources.

Assistant Vice President Pasquini provided the background for the three votes related to the FY2022–FY2026 Capital Plan for UMass Amherst that was before the Committee. The Amherst PVTa Bus Garage Expansion (\$11 million project fully funded by external funds) seeking a vote 1 approval; the Amherst Goodell Renovation (\$50 million project funded by \$33 million borrowing and \$17 million local funds) and the Amherst Computer and Information Sciences Building (\$130 million project funded by \$75 million state funds, \$30 million borrowing, \$5 million local, and \$20 million external funds) seeking a vote 2 approval; and the Amherst Energy Improvements (\$16.7 million project funded by \$2.8 million state funds, \$11 million borrowing, \$495,000 local, and \$2.4 million external funds) seeking a cost increase vote.

Chair O’Brien reminded the Committee members to unmute themselves and state their name when they move or second the action items and asked for a motion to approve **Action Item #1,a: Approval of Changes to the Capital Projects List (related to the FY2022–FY2026 Capital Plan), Traditional Project Vote 1, for the PVTa Bus Garage Expansion at UMass Amherst, Doc. T21-048, as amended.** It was moved by Trustee Wu and seconded by Trustee Epstein.

To recommend that the Board take the following action:

Pursuant to Trustee Policy T93-122, as amended, to authorize the following projects under the **first vote**; the adoption of such vote hereby satisfies the University’s written request that the University of Massachusetts Building Authority undertake the following projects to the extent permitted by Trustee Policy T93-122, as amended and Board vote T21-048:

Campus	Project Name	Preliminary Campus Estimate	Funding Sources				Alternative Finance & Delivery
			Local Funding	External Funding	Borrowed Funding	State Funding	
Amherst	PVTa Bus Garage Expansion	\$11,000,000	-	\$11,000,000	-	-	-

Chair O’Brien asked for questions or comments. With none, the Secretary called the roll with each Trustee asked to vote yes or no. Chair O’Brien voted for the motion as did Trustees Berry, Colella, Epstein, Lechowicz, Peyser and Wu.

Chair O’Brien asked for a motion to approve **Action Item #1,b: Approval of Changes to the Capital Projects List (related to the FY2022–FY2026 Capital Plan), Traditional Projects Vote 2, for the Goodell Renovation; Computer & Information Sciences Building at UMass**

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**Amherst, Doc.T21-048, as amended.** It was moved by Trustee Epstein and seconded by Trustee Wu.

To recommend that the Board take the following action:

Pursuant to Trustee Policy T93-122, as amended, to authorize the following projects under the **second vote**; the adoption of such vote hereby satisfies the University’s written request that the University of Massachusetts Building Authority undertake the following projects to the extent permitted by Trustee Policy T93-122, as amended and Board vote T21-048:

Campus	Project Name	Vote 1	Vote 2	Funding Sources					P3
				Local Funding	External Funding	Borrowed Funding	State Funding		
Amherst	Goodell Renovation	\$35,000,000	\$50,000,000	\$17,000,000	-	\$33,000,000	-	-	
Amherst	Computer and Information Sciences Building	\$115,000,000	\$130,000,000	\$5,000,000	\$20,000,000	\$30,000,000	\$75,000,000	-	
<b>TOTAL</b>		<b>\$150,000,000</b>	<b>\$180,000,000</b>	<b>\$22,000,000</b>	<b>\$20,000,000</b>	<b>\$63,000,000</b>	<b>\$75,000,000</b>	<b>\$0</b>	

Chair O’Brien asked for questions or comments. With none, the Secretary called the roll with each Trustee asked to vote yes or no. Chair O’Brien voted for the motion as did Trustees Berry, Colella, Epstein, Lechowicz, Peyser and Wu.

Chair O’Brien asked for a motion to approve **Action Item #1,c: Approval of Changes to the Capital Projects List (related to the FY2022–FY2026 Capital Plan), Traditional Project Cost Change >10% for Energy Improvements at UMass Amherst, Doc. T21-048, as amended.** It was moved by Trustee Epstein and seconded by Trustee Wu.

To recommend that the Board take the following action:

Pursuant to Trustee Policy T93-122, as amended to approve the following projects that exceeded the Approved Project cost by more than 10% and to satisfy the University’s written request that the UMass Building Authority undertake projects in accordance with Board of Trustees vote T21-048, as amended:

Campus	Project Name	Vote 1	Vote 2	Adjusted Cost	Funding Sources				Alternative Finance & Delivery
					Local Funding	External Funding	Borrowed Funding	State Funding	
Amherst	Energy Improvements	\$15,000,000	\$15,000,000	\$16,700,000	\$495,000	\$2,380,000	\$11,000,000	\$2,825,000	-
<b>TOTAL</b>		<b>\$15,000,000</b>	<b>\$15,000,000</b>	<b>\$16,700,000</b>	<b>\$495,000</b>	<b>\$2,380,000</b>	<b>\$11,000,000</b>	<b>\$2,825,000</b>	<b>\$0</b>

Chair O’Brien asked for questions or comments. With none, the Secretary called the roll with each Trustee asked to vote yes or no. Chair O’Brien voted for the motion as did Trustees Berry, Colella, Epstein, Lechowicz, Peyser and Wu.

**Action Item #2: Establishment of the Distinguished Professorship for Asian American Studies, UMass Boston, Doc. T22-070**

Chair O'Brien asked for a motion to approve the establishment of the Distinguished Professorship for Asian American Studies at the University of Massachusetts Boston. It was moved by Trustee Wu and seconded by Trustee Epstein.

To recommend that the Board take the following action:

In accordance with sections 1A(e) and 11 of Chapter 75 of the General Laws to establish the following:

The Distinguished Professorship for Asian American Studies at the University of Massachusetts Boston.

Chair O'Brien asked for questions or comments. With none, the Secretary called the roll with each Trustee asked to vote yes or no. Chair O'Brien voted for the motion as did Trustees Berry, Colella, Epstein, Lechowicz, Peyser and Wu.

**Consent Agenda**

Chair O'Brien asked for a motion to place the Action Items on a Consent Agenda for the full meeting of the Board. It was moved by Trustee Epstein and seconded by Trustee Colella.

Chair O'Brien asked for questions or comments. With none, the Secretary called the roll with each Trustee asked to vote yes or no. Chair O'Brien voted for the motion as did Trustees Berry, Colella, Epstein, Lechowicz, Peyser and Wu.

**Discussion Item: FY24-FY28 Financial Forecast, Doc. T22-062**

Senior Vice President Calise introduced the discussion and thanked all of the campuses for their collaboration and work. Senior Vice President Calise and Assistant Vice President Pasquini provided a high-level summary of the Financial Forecast. Senior Vice President Calise noted the key takeaways of the FY24-FY28 Financial Forecast related to affordability, transparency, shared services, and the University's alignment with the State. She noted enrollment projections, and strategies to achieve a 2% margin by FY25. Assistant Vice President Pasquini presented the details of the Forecast discussing the revenue and expense assumptions. Chair O'Brien and Trustees Wu and Epstein thanked Senior Vice President Calise and Assistant Vice President Pasquini for the presentation and discussion on the current inflationary environment and cost savings efforts to maintain the University's financial integrity ensued.

**Information Items: Travel Policy, Doc. T22-066; Annual Clergy Report, Doc. T22-063**

Chair O'Brien noted that the informational items were posted for the Committee's review. Senior Vice President Calise introduced Christine Packard, Director of Enterprise Risk Management, to provide an update on the Travel Policy. Ms. Packard briefed the Committee on Project Fast Lane, a system-wide comprehensive travel and expense project to modernize policies and processes of which the Travel Policy is a component of; noted the core elements of the policy; and noted the timeline for the rollout of the policy and its administrative standards.

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**Executive Session Announcement**

Chair O'Brien asked the Committee for a roll call vote to enter into Executive Session to consider the purchase, exchange, lease or value of real property, as permitted under Massachusetts General Law, Chapter 30A, Section 21a, Purpose (6); and Purpose (7) to comply with, or act under the authority of, any general or special law necessitating confidentiality, See MGL chapter. 4, Section 7 Clause 26, subclauses: (d), (g), (h), and (m) - since an open meeting may compromise the purpose for which the executive session is being called and have a detrimental effect on the University. He stated that Committee would not reconvene in open session.

It was moved by Trustee Wu and seconded by Trustee Brunelle. The Secretary called the roll with each Trustee asked to vote yes or no. Chair O'Brien voted for the motion as did Trustees Berry, Brunelle, Colella, Epstein, Peyser and Wu.

Chair O'Brien noted that those participating in the Executive Session will join that Zoom meeting with the specific link provided.

The time was 11:20 a.m.

Zunilka Barrett  
Secretary to the Board