

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

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

**Wednesday, May 22, 2024; 9:00 a.m.**

**Remote Meeting Via Zoom**

**Pursuant to the Governor's Order Suspending Certain Provisions of the  
Open Meeting Law, G.L. c.30A, 20 dated March 12, 2020, and subsequently updated  
and extended by the Governor and their staff**

**Committee Members Present:** Chair O'Brien; Vice Chair Scheibel; Trustees Brady, Brunelle, Colella, Epstein, Tutwiler and Worthy

**Other Trustees Present:** Vice Chair Burns

**Committee Members Absent:** Trustees Dooley, Tolman and Wu

**University Administration:** President Meehan; Senior Vice Presidents Calise and Subbaswamy; General Counsel Lowy; Chancellors Reyes, Fuller, Chen and Collins; Vice Chancellors Mangels, Kirleis, Doyle, Yestramski and Lindstedt

**Faculty Representatives:** Professor Haroon, UMass Boston

**Documents Used:**

- Meeting Minutes: December 11, 2023 (Open Session)
- Meeting Minutes: April 3, 2024 (Open & Executive Session)
- Quarterly Capital Project Update and Approval of Cost Changes to the Approved Capital Projects List (traditional projects), UMass Chan Medical School (Medical School – Basic Wing Mechanical Penthouse), Doc. T24-047, as amended
- Approval of Changes to Mandatory Student Charges Voted and Approved by Students – Graduate Student Senate Fee, UMass Amherst and Student Activities (Undergraduate) Fee, UMass Boston, Doc. T24-019
- Approval of the FY2025 University Operating Budget, Doc. T24-020
- Authorization to Allocate the Fiscal Year 2025 State Appropriation, Doc. T24-021
- Campus Affirmative Action Reports, Doc. T24-022
- Notice of Utility Easement, UMass Boston, Doc. T24-023

Chair O'Brien convened the meeting at 9:06 a.m. and reminded the Committee that the Governor of Massachusetts issued an executive order on March 12, 2020, which had been extended until March 31, 2025. 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

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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.

Chair O'Brien reminded the Committee members to unmute themselves and state their name when moving or seconding the action items.

**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 December 11, 2023 and April 3, 2024 meeting's Open and Executive Session and asked for any corrections. With no corrections, the minutes were approved.

Under the Office of the Massachusetts Attorney General, Open Meeting Law Guide and Educational Materials, General Counsel Lowy, under the delegation of the UMass Board of Trustees, has determined that the April 3, 2024 executive session minutes will not be released and should remain confidential because publication would defeat the lawful purposes of the executive session.

**Chair's Report**

Chair O'Brien recognized and thanked the student trustees that served on the Committee this past year. He thanked them for their service and wished them well in their future endeavors.

Chair O'Brien reported that the Administration and Finance team would present the FY25 budget for approval. Each campus has been working to reflect a 2% operating margin; a commitment made by the Board over five years ago which was delayed slightly by the impacts of COVID-19. While each campus reflects this achievement, he noted it does not come without challenges. Growing revenue is limited and major cost drivers require efforts to reduce costs in both the workforce and through maximizing administrative efforts such as the Unified Procurement Services Team (UPST) and other shared services. The Committee must remain committed to disciplined fiscal oversight, even as the campuses face financial challenges, use data to support decisions and continue to seek ways to maximize our strength as a system.

**President's Report**

President Meehan reported that the University's bond ratings have been reaffirmed by Moody's, Fitch, and S&P Global. All three independent ratings agencies have held the University's rating outlook at "stable" and also cited the University's strong management practices. Moody's specifically praised the active and disciplined financial oversight and accountability frameworks, noting that "historically strong and consistent state operating appropriations" contributed to the excellent bond ratings and outlook; Fitch's report states that they expect "UMass' financial and operating profile will remain resilient" and praised the management and financial controls in place; and S&P Global's report cites the University's credit as "extremely strong" and emphasizes "sound management," "governance oversight," and "long-term strategic plans."

President Meehan thanked Senior Vice President Calise and her team, the Chancellors and their Administration and Finance teams, and members of the Committee. He acknowledged the hard work that it took to get to this point and that prudent financial management requires the University to stay focused and disciplined as it looks ahead.

**Senior Vice President's Report**

Senior Vice President Calise reviewed the A&F Committee meeting calendar, the FY24 Q3 Projections, and provided an FY25 Overview which included an emphasis on reinforcing the enrollment approach and maximizing shared services and operational efficiency through tools such as Strategic Planning Analytics and Reporting for Campuses (SPARC). She provided the Committee with historical context around the revenue and expense challenges and the key role the Financial Accountability Framework continues to have in oversight, internal controls, transparency and risk management.

Senior Vice President Calise echoed President Meehan's report regarding a strong UMass bond rating and highlighted favorable credit factors and credit challenges. She also reviewed the accomplishments within the University Systemwide Risk Registry activities, and reviewed the Fiscal Health Scorecard, an analysis of the University's financial indicators compared to other Aa2 peers.

**Action Item #1: Quarterly Capital Project Update and Approval of Cost Changes to the Approved Capital Projects List (traditional projects), UMass Chan Medical School (Medical School – Basic Wing Mechanical Penthouse), Doc. T24-047, as amended**

Chair O'Brien asked for a motion on the Quarterly Capital Project Update and Approval of Cost Changes to the Approved Capital Projects List (traditional projects), Doc. T24-047, as amended. The motion was moved by Trustee Brunelle and seconded by Trustee Colella.

To recommend that the Board take the following action:

Pursuant to Trustee Policy T93-122, as amended to approve the following project 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 T23-047, as amended:

Campus	Project Name	Building	Total Building DM	Vote 1	Vote 2	Adjusted Cost	Funding Sources			
							Local Funding	External Funding	Borrowed Funding	State Funding
UMass Chan	Medical School - Basic Wing Mechanical Penthouse	Medical School	\$272,462,586	\$6,800,000	\$11,000,000	\$12,375,033	\$12,375,033	-	-	-
TOTAL				\$6,800,000	\$11,000,000	\$12,375,033	\$12,375,033	\$0	\$0	\$0

Associate Vice President Pasquini spoke to the action item.

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 Vice Chair Scheibel and Trustees Brunelle, Colella, Tutwiler and Worthy. Trustee Epstein's vote was not heard.

**Action Item #2: Approval of Changes to Mandatory Student Charges Voted and Approved by Students – Graduate Student Senate Fee, UMass Amherst and Student Activities (Undergraduate) Fee, UMass Boston, Doc. T24-019**

Chair O'Brien asked for a motion on the Approval of Mandatory Student Charges Voted and Approved by Students – Graduate Student Senate Fee, UMass Amherst and Student Activities

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(Undergraduate) Fee, UMass Boston, Doc. T24-019. The motion was moved by Vice Chair Scheibel and seconded by Trustee Colella.

To recommend that the Board take the following action:

In accordance with Section 1A of Chapter 75 of the General Laws, and Policy T92-031, Appendix E, as amended to authorize the President to approve changes to the Graduate Student Senate fee at UMass Amherst as outlined below for academic year 2024-25:

	FY2023 Actual	FY2024 Actual	FY2025 Proposed	\$ Change FY24-FY25	% Change FY24-FY25
Graduate Student Senate Fee	\$155.50	\$160.00	\$172.00	\$12	7.5%

And further,

In accordance with Section 1A of Chapter 75 of the General Laws, and Policy T92-031, Appendix E, as amended to authorize the President to approve changes to the Student Activities (Undergraduate) fee at UMass Boston as outlined below for academic year 2024-25:

	FY2023 Actual	FY2024 Actual	FY2025 Proposed	\$ Change FY24-FY25	% Change FY24-FY25
Student Activities (Undergraduate)	\$130	\$130	\$140	\$10	7.7%

Associate Vice President Pasquini spoke to the action item.

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 Vice Chair Scheibel and Trustees Brunelle, Colella, Epstein, Tutwiler and Worthy.

**Action Item #3: Approval of the FY2025 University Operating Budget, Doc. T24-020**

Chair O'Brien asked for a motion on the Approval of the FY2025 University Operating Budget, Doc. T24-020. The motion was moved by Vice Chair Scheibel and seconded by Trustee Brunelle.

To recommend that the Board take the following action:

To approve the University's Fiscal Year 2025 Operating Budget and to authorize the President to approve changes, as needed, based on the final General Appropriations Act for Fiscal Year 2025 and any changes made to it during the fiscal year.

Assistant Vice President Skrzek spoke to the action item.

Trustee Epstein reminded the Committee of the importance of the 2% operating margin requirement and how critical it is to maintain the requirement throughout the budgeting process.

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He shared that the Senate and House have not yet come to an agreement on the resources allocated to UMass, and urged the Committee to talk with their Senators and Representatives.

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 Vice Chair Scheibel and Trustees Brunelle, Colella, Epstein, Tutwiler and Worthy.

**Action Item #4: Authorization to Allocate the Fiscal Year 2025 State Appropriation, Doc. T24-021**

Chair O'Brien asked for a motion on the Authorization to Allocate the Fiscal Year 2025 State Appropriation, Doc. T24-021. The motion was moved by Vice Chair Scheibel and seconded by Trustee Colella.

To recommend that the Board take the following action:

To direct the President to allocate the amount appropriated for the University of Massachusetts in Line Item 7100-0200 of the General Appropriation Act for Fiscal Year 2025 to the campuses.

Associate Vice President Pasquini spoke to the action item.

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 Vice Chair Scheibel and Trustees Brunelle, Colella, Epstein, Tutwiler and Worthy.

**Consent Agenda**

Chair O'Brien asked for a motion to place Action Items #s 1-4 on the Consent Agenda for the full Board meeting on June 7, 2024. The motion was moved by Vice Chair Scheibel 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 Vice Chair Scheibel and Trustees Brunelle, Colella, Epstein, Tutwiler and Worthy.

**Informational Items**

Chair O'Brien noted two informational items on the agenda. Campus Affirmative Action Reports, Doc. T24-022 and Notice of Utility Easement for UMass Boston, Doc. T24-023. He provided the background for both.

Per Board policy, the University's Affirmative Action Officers submit Campus Affirmative Action Plans to the Board that are prepared in a manner that complies with the United States Department of Labor Office of Federal Contract Compliance Program. Because the reports are federal compliance documents, they do not capture the breadth or depth of the diversity, equity and inclusion initiatives that are taking place across the University system. Chair O'Brien noted that the campus teams are available to make a fuller presentation regarding their diversity and inclusion efforts and answer specific questions regarding these reports.

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Per Board policy, a two-step process is required to approve the conveyance of an interest in University real estate to another party. For the Notice of Utility Easement at UMass Boston, the first step is providing information today. UMass Boston wishes to grant an easement to National Grid to allow for long-term access to natural gas supply equipment located on University property to provide gas service to properties located near campus. The second step is expected at the September meeting where further details will be provided.

**Executive Session Announcement**

Chair O'Brien asked the Committee for a roll call vote to enter into Executive Session to discuss strategy with respect to collective bargaining as an open meeting may have a detrimental effect on the bargaining position of the University, as permitted under Massachusetts General Law, Chapter 30A, Section 21a, Purpose (3); and to consider the purchase, exchange, lease or value of real property, including proposed and ongoing projects, as permitted under Massachusetts General Law, Chapter 30A, Section 21a, Purpose (6); and; to comply with, or act under the authority of, any general or special law necessitating confidentiality, as permitted under Massachusetts General Law, Chapter 30, Section 21a, Purpose (7), See MGL c. 4, Section 7 Clause 26, subclauses: (d) and (n) since an open meeting may compromise the purpose for which the executive session is being called and have a detrimental effect on the University.

Chair O'Brien stated that the Committee meeting would not reconvene in open session and asked for a motion. It was moved by Trustee Epstein and seconded by Vice Chair Scheibel.

Before entering into executive session, Trustee Epstein commented on the past year being hard for the University, particularly UMass Amherst, in light of everything going on in the country, and expressed his gratitude and vote of confidence for Chancellor Reyes, Chairman Karam, and Vice Chair Burns for their tireless efforts. Chair O'Brien agreed.

The Secretary called the roll. Chair O'Brien voted for the motion as did Vice Chair Scheibel and Trustees Brunelle, Colella, Epstein and Worthy. Trustee Tutwiler's vote was not heard.

The time was 10:02 a.m.

Chelsey L. Burke  
Assistant Secretary to the Board